

**HILLSBORO CITY COUNCIL MEETING
Hillsboro Municipal Court – 130 Homestead Drive**

July 9, 2018

At 7:00 p.m., Council President Lee Koogler called the Hillsboro City Council meeting to order. The following were present for the meeting: Mayor Drew Hastings, Mel McKenzie, Safety and Service Director; Gary Lewis, Auditor; and Heather Collins, Clerk, Fred Beery, Law Director.

ROLL CALL

Adam Wilkin, Wendy Culbreath, Ann Morris, Mary Stanforth, Claudia Klein and Justin Harsha were present. Brandon Leeth was absent.

MOTION Justin Harsha moved, seconded by Claudia Klein. Vote: All yeas.
Council Members voted to excuse the absence. The absence was excused.

President Koogler led the Council in prayer and Mayor Drew Hastings led them in the Pledge of Allegiance.

MINUTES

There were no additions or corrections to the meeting minutes from the June 11, 2018 Regular Council Meeting Minutes and they were approved as submitted.

MONTHLY REPORTS

There were no questions about the June 2018 monthly reports and Heather Collins read the reports by title only: Auditor, Income Tax Bureau, Police, Public Utilities (includes Street Department, Water and Sewer Maintenance, Water Meter Department), Water Office (includes Water/Sewer Sales) Wastewater Treatment, and Water Treatment.

PUBLIC REQUESTS

None

COMMUNICATIONS

None

CITIZENS' COMMENTS

None

COMMUNICATIONS FROM THE MAYOR (Drew Hastings, Mayor)

Mayor Hastings commended the Festival of the Bells saying “they had a big success out there.” Justin Harsha stated that the Festival went very well. Drew went on to say that he had recently did a proclamation, out at Bells Garden Place for Mary Margaret West, who had turned 102 years old. While out at Bells Garden Place, he found out that it was also Helen Sprinkle’s 100th birthday. He congratulated both women for living a long and

healthy life, thus far. He then thanked Ann Morris and “whoever has been helping you,” for putting in the flowers. He also thanked Buck Wilkin for contributing to the flower project. Ann said that Buck supplied volunteers, flowers and a watering cart. Mayor Hastings also said that the Fireworks display has grown and it is a “huge success.” He thanked Chris Lewis for all of his help and all of the sponsors. He also said that it looks like the fireworks “will be back permanently.” He then said that the City has once again scheduled free family friendly movies out at Liberty Park. The dates are as follows: July 20, 2018; July 27, 2018; August 10, 2018 and August 17, 2018. All movies start at dusk and they are all free. Mayor Hastings mentioned a conversation he had with someone that was on the Wilmington Visitor’s Bureau Board. During the conversation they stated that the budget for their Visitor’s Bureau was \$440,000.00 a year. When asked where they were able to come up with that much money, “they” mentioned that it was almost all from bed taxes. This person then kiddingly “thanked me” because a sizeable amount of that money is attributed to Hillsboro not having a hotel. He said “I have always felt we really need a hotel here.” In closing Mayor Hastings said that on behalf of the City of Hillsboro he would like to offer condolences to the family of Joe Patterson and the Paint Creek Joint Fire District.

When asked if any members of Council had questions for Mayor Hastings, Claudia Klein asked if he had anything to report from the Mayor’s Conference. Mayor Hastings said he felt the conference was “haphazard, for some reason it is better when they hold it in Columbus. There is a better turn out and more networking and getting a better sense of what other Mayors and communities are doing about things.” He did mention that they had an update on the Medical Marijuana issue. He said that he and other mayors were a little upset, because they felt they were more up to speed than the attorney there. He said some communities are against and some are for it, but that most of the talk centered around the fact that everything is up in the air until Federal Law changes. He also mentioned that they had a legislative update in regards to what the State of Ohio wants to do to local municipalities. They have a new House bill that would prohibit local municipalities from changing water/sewer rates. “There was a big outcry against it...but it was fairly close to getting passed.” He also learned that municipalities do not have to mail certified letters on certain types of notifications.

SAFETY AND SERVICE DIRECTOR’S REPORT

Mr. McKenzie read his report aloud and it was as follows:

“Good evening Council. I have a few updates on current jobs we have ongoing. Harry Sauner widening is moving along at a decent rate considering all the rain we have had the month of June and the beginning of this month. The Governor Trimble green space will pick back up this week with the replacements of sidewalk immediately moving into the paver and grassing placement. I would like the sidewalk replacement to continue on the west side of North High but only one business owner has contacted me with any interest in the program. Shortly after the green space completion, my plan for the uptown sidewalk and light project would move to West Main and concentrate on completing it. The Colony space was initially planned for work to be done in house but after assessing the cost based on forced accounts, it doesn’t appear that will be possible. After the committee decides on the final plan and all the amenities to be placed, the project will be

bid. The same goes for the skate park and youth facility at Railroad Street Park. When the committee has a final design, plan, and funding options, we will be able to start the bidding process. I would also like to thank the Festival of the Bells Committee for a great time over the weekend. My family had a great time and although sore, me and my wiffle ball team thoroughly enjoyed Saturday's events and food! I would also like to thank Chief Goudy and all the officers involved with the Festival of the Bells and the great job they did maintaining a safe festival. I believe the traffic control was excellent, I know Friday night was a few thousand cars and commend the Department for handling it. Thank you, for your time.

Ann Morris asked "What is our next step for finalizing plans for the Colony area? What should my committee do?" Mel answered stating "we have to finalize what we want, who we want to hire and whether it is an architect or engineer, for the skate park anyway. For the Colony space an architect could handle it but we have to have a design. Maybe we can set down and do the drawings, with Avery's help. We have to have something so it can be bid out." Ann then asked about the sidewalk/light program and if a business did not want to join into the sidewalk program, "Could we go ahead and still do the lights?" Mel answered "We can." Ann also asked if the fountain project was still on schedule. Mel stated that it was and the donor of the fountain is using Evans Landscaping as a general contractor, but Mel said he was trying to get all of the approval from the Commissioners, and making sure we have the insurance.

AUDITOR'S REPORT (Gary Lewis, Auditor)

Mr. Lewis explained that the council members were given the Year to Date Fund Report and the Year to Date Bank report that shows the City has a balance of \$7,128,137.26.

MOTION Justin Harsha moved, seconded by Mary Stanforth, to accept the Auditor's reports. Vote: all yeas. Council accepted the reports as submitted.

Lewis then went over the legislation he had submitted for the Council members to consider this evening.

There were no questions of Mr. Lewis.

PLANNING COMMISSION (Mayor Hastings)

The Planning Commission met at 5:30 pm on June 18, 2018 in the basement meeting room at the County Administration Building. The following members were present – Tom Eichinger, Chair; Charlie Guarino, Vice-Chair; Mayor Drew Hastings and Mel McKenzie, Safety & Service Director. Joe Mahan, Ruth Robbins, and Rob Holt were unable to attend. Also present were council members Ann Morris and Wendy Culbreath, and city resident Creed Culbreath. The Commission discussed the Master Plan and made arrangements for the clerk to contact the consulting firm McBride-Dale-Clarion to meet with the Commission in July. The Scope of Work estimates the cost of the plan at \$56,000 over a two-year period. The current Planning Commission budget will cover the cost for 2018 without additional appropriation. Past surveys conducted by the

Administration and the Commission will be sent to the consultant for reference. Important items to consider for the Master Plan are the completion of the water loop for Carl Smith Drive at SR 73, annexation of islands and properties contingent to the corporation limit, and annexation of Careytown Road from the corporation limit to Carl Smith Drive. The Planning Commission discussed a property at 436 South West Street and the possible split of the property. The property does not have enough road frontage to split. The solution was that the property must remain as-is with two apartment complexes on one parcel or the apartments could be split as condominiums and each condo would be a separate parcel. The Commission discussed the violation on Wenmar Drive and the possibility that the owner might combine two lots which would classify the pole barn in question as an accessory building. The owner had expressed an interest in possibly making the pole barn a residence. After further discussion, the Commission voted to allow the combining of the two lots but only if the pole barn remained as such and was not converted to a residence. A variance for the height violation will not be discussed until a formal request for a variance is made by the owner. The meeting adjourned at 6:49 pm. The next meeting of the Planning Commission is July 16 at 5:30 pm at the Highland County Administration Building on Governor Foraker Place. The meeting is open to the public.

There were no questions in regards to this report.

STANDING COMMITTEE REPORTS

FINANCE COMMITTEE (Justin Harsha, Chair)

No Meeting.

Justin mentioned that they are waiting on information in regards to joining Paint Creek Fire District and a meeting would be scheduled once that information was received.

PROPERTY MAINTENANCE AND RESTORATION (Ann Morris, Chair)

No Meeting.

CIVIL SERVICE AND EMPLOYEE RELATIONS COMMITTEE (Mary Stanforth, Chair)

No Meeting.

Mary said that the Legal Firm working on the Civil Service Manual said they had to do the Personnel Manual first.

STREET AND SAFETY COMMITTEE (Adam Wilkin, Chair)

Mr. Wilkin read his reports aloud and they are as follows:

The Street and Safety Committee met on June 25th, 2018 at 6:00pm. The location of the meeting was the Upstairs Conference Room of the City Building. The discussion was on the possible revisions to the City of Hillsboro Code, Chapters 90 and 93. Present at the meeting was Mrs. Culbreath, Mr. Leeth, Mrs. Stanforth, Mr. Culbreath, Mr. Eichinger, and Reagan Leeth. The meeting began at 6:00pm and committee members Mrs.

Culbreath and Mr. Leeth were both in attendance. Our last meeting regarding this subject was on June 4th, and at that time we decided to review the codes a little further before returning with ideas on the revisions we would like to see made. This time we went through each individual regulation, and with help citizens and committee members alike, we were able to produce some ideas that we think will help to both streamline the codes and help some citizens in dealing with problems regarding animals within the city of Hillsboro. Mrs. Culbreath motioned to take our recommendations to full council. Mr. Leeth seconded the motion. All members were in favor. Mrs. Culbreath also motioned to adjourn the meeting. Mr. Leeth seconded the motion. All members were in favor. The meeting adjourned at 6:34PM.

UTILITIES COMMITTEE (Brandon Leeth, Chair)

No meeting.

ZONING AND ANNEXATION COMMITTEE (Wendy Culbreath, Chair)

No meeting.

COMMUNITY ENHANCEMENT (Claudia Klein, Chair)

No meeting.

UNFINISHED BUSINESS

None

PASSAGE OF ORDINANCES AND RESOLUTIONS (THIRD READING)

Ordinance No. 2018-06 An Ordinance to adopt a comprehensive revision to the City Zoning Code.

MOTION Claudia Klein moved, seconded by Ann Morris, to suspend the three reading rule. Vote: all yeas. The three reading rule was suspended.

MOTION Justin Harsha moved, seconded by Claudia Klein, to approve and adopt the legislation.. Vote: all yeas. The Ordinance was approved and adopted and will go into effect immediately.

SECOND READING OF ORDINANCES & RESOLUTIONS

None

FIRST READING OF ORDINANCES & RESOLUTIONS

Ordinance No. 2018-07 An Ordinance to provide a civil remedy to the citizens of Hillsboro for injury caused by an individual's use of an illegal controlled substance.

MOTION Ann Morris moved, seconded by Claudia Klein to read the document by title only. Vote: All yeas.

President Koogler asked if it was the intent to just give this a first reading. Claudia Klein spoke up and said that she intended on making a motion to waive the three reading rule. Koogler then opened up the floor for any debate or discussion. Justin stated that he had no intentions of suspending the three reading rule until he has had a chance to set down and talk to people about it. He said he felt that there was a lot to talk about in the ordinance. With that comment Lee stated that it would take a unanimous vote due to the absence of Leeth.

This Ordinance received its first reading. The second reading will occur at the next regularly scheduled Council meeting.

- **Ordinance No. 2018-08** An Ordinance declaring improvements to parcels of real property located in the City of Hillsboro, Ohio to be a public purpose under section 5709.40 of the Ohio Revised Code, exempting such improvements from real property taxation, establishing a tax increment equivalent fund and declaring an emergency.

MOTION Claudia Klein moved, seconded by Mary Stanforth, to read the document by title only. Vote: all yeas. The Ordinance was read by title only.

MOTION Ann Morris moved, seconded by Claudia Klein, to suspend the three reading rule.. Vote: Wilkin-Yea, Culbreath-No, Morris-Yea, Klein-Yea, Stanforth-Yea, Harsha-Yea. The suspension did not receive enough votes to waive the three reading rule.

This Ordinance received its first reading. The second reading will occur at the next regularly scheduled Council meeting.

- **Ordinance No. 2018-09** An Ordinance to transfer certain unused, unnecessary properties to the Hillsboro Area Economic Development Corporation for sale and use of funds for Railroad Street Park.

MOTION Claudia Klein moved, seconded by Ann Morris, to suspend the three reading rule.. Vote: All Yeas. The three reading rule was suspended.

MOTION Mary Stanforth moved, seconded by Claudia Klein, to approve and adopt the legislation.. Vote: all yeas. The Ordinance was approved and adopted.

- **Ordinance No. 2018-10** An Ordinance to vacate a public way in the City (R.C. Section 723.05) on Park Avenue.

MOTION Justin Harsha moved, seconded by Claudia Klein, to suspend the three reading rule.. Vote: All Yeas. The three reading rule was suspended.

MOTION Ann Morris moved, seconded by Mary Stanforth, to approve and adopt the legislation.. Vote: all yeas. The Ordinance was approved and adopted.

- **Ordinance No. 2018-11** An Ordinance to vacate a public way in the City (R.C. Section 723.05) on Bigelow Street.

MOTION Justin Harsha moved, seconded by Claudia Klein, to suspend the three reading rule.. Vote: All Yeas. The three reading rule was suspended.

MOTION Justin Harsha moved, seconded by Mary Stanforth, to approve and adopt the legislation.. Vote: all yeas. The Ordinance was approved and adopted.

- **Resolution No. 18-31** A Resolution to increase appropriations.

MOTION Justin Harsha moved, seconded by Adam Wilkin, to approve and adopt the legislation.. Vote: all yeas. The Resolution was approved and adopted.

- **Resolution No. 18-32** A Resolution to adopt a proposed 2019 Tax Budget for the City of Hillsboro as set forth in the attached exhibit.

MOTION Ann Morris moved, seconded by Claudia Klein, to approve and adopt the legislation.. Vote: all yeas. The Resolution was approved and adopted.

NEW BUSINESS

President Koogler announced that there had been a request to go into executive session to discuss the ongoing contract negotiations and security issues with Paint Creek Joint Fire District. He asked Mr. Beery, on the record, if that was a sufficient reason to go into executive session and Mr. Beery answered with a “Yes.”

MOTION Justin Harsha moved, seconded by Claudia Klein to go into executive session. All yeas. Council entered into executive session at 7:55pm pm with Mr. Beery, Law Director, Mayor Drew Hastings and Mel McKenzie, Safety and Service Director.

Council members entered back into regular session at 8:08 pm. Mr. Koogler expressed that no action would be taken as a result of the executive session

ADJOURN

MOTION Justin Harsha moved, seconded by Claudia Klein, to adjourn. Council adjourned at 8:09 p.m.

The next scheduled meeting of the Hillsboro City Council is Monday, August 13, 2018 at 7:00 p.m. in the Hillsboro Municipal Court. .

Lee Koogler, President

Heather Collins, Clerk