

HILLSBORO CITY COUNCIL MEETING
Hillsboro Municipal Court – 130 Homestead Drive

August 13, 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: Mel McKenzie, Safety and Service Director; Gary Lewis, Auditor; and Fred Beery, Law Director. Mayor Drew Hastings was absent from the meeting.

ROLL CALL

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

President Koogler led the Council in prayer and asked everyone to pray for Mr. Zink's (previous Mayor of the City of Hillsboro) well-being. He also led them in the Pledge of Allegiance.

MINUTES

There were no additions or corrections to the meeting minutes from the July 9, 2018 Public Hearing, July 9, 2018 Tax Budget Hearing, July 9, 2018- Regular Council Meeting minutes and they were approved as submitted.

MONTHLY REPORTS

There were no questions about the July 2018 monthly reports and Lee Koogler 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

A Letter of Commendation was given to Officer Clint Sharp, by Police Chief Darrin Goudy. Officer Sharp had gone over and beyond the call of duty on May 3rd when he saw what appeared to be unoccupied vehicle in Lowe's parking lot. The vehicle was actually occupied by an unconscious man. Officer Sharp investigated and found that the man was having an overdose. He and two other responding officers worked to revive the man until Paint Creek Joint EMS/Fire District and other officers arrived. Officer Sharp then went to the hospital to check on the man's condition, where her learned that he was a veteran that had had addiction problems in the past. The man was grateful to Officer Sharp and was

remorseful for his relapse. If it was not for Officer Sharp, the man would have more than likely lost his life.

The crowd and members of council gave Officer Sharp a standing ovation. President Koogler thanked Officer Sharp and stated that Council was very proud of the work that the Hillsboro Police Department does.

COMMUNICATIONS FROM THE MAYOR (Drew Hastings, Mayor)

Due to Mayor Hastings absence, Mel McKenzie read the Mayors report aloud. It was as follows:

Good evening. Tonight's report will focus on efforts to improve traffic flow and congestion specifically at Pea Ridge Road and the Route 73 intersection. I regularly receive complaints and questions about this intersection and have asked the Safety and Service Director to address the problem immediately. I would like a traffic light installed at the intersection and Mr. McKenzie is determining what steps are needed to expedite the process. I would also like to see the traffic light at Route 73 and Fenner Avenue to become a flashing yellow light, to keep traffic moving on Route 73. We will leave the lights in place until we can get an idea what increased traffic, if any the new Rural King store will create. I am also asking that the stop sign at North Street and North West Street be removed. Shawn Adkins and Mr. McKenzie do not seem to have an issue with this. Switching over to the area of Route 138, which is South Street, as it enters the City from the West. I would like to remove the stop sign at the intersection at Vine and West South Street and at Elm and West South Street. The absence of the school and the changing demographics have substantially reduced the amount of children and school related traffic in that area. Thank you, Mayor Drew Hastings

Mary Stanforth mentioned that she had a question about getting rid of the stop signs at Vine and West South and Elm and West South. "I live at Vine Street and I watch people that do not stop now. To go from ****unaudible**** without stopping, I hate to think of the speed that they are going to be doing and also there are children that live on West South Street and I think that would be dangerous."

Mr. McKenzie mentioned that that was something he was looking into. He mentioned that they were looking into "redoing the whole street" through a grant. He also mentioned that it would not be taking out all of the stop signs but would help the constant start and stopping through the area.

Mr. Koogler asked if it was safe to say that this was something that was just being looked at and not being decided upon right away and Mr. McKenzie stated that was "correct."

Brandon Leeth said that he did not think it was in the best interest of the citizens that live in that area. And more discussion took place between council members, Mel McKenzie and Shawn Adkins. Mr. Adkins mentioned that ODOT was redoing the traffic light study "because it did not turn out the way they were wanting." Mr. Leeth then said that he still thought that it would not be in the best interest to the citizens of Hillsboro to take out the stop signs.

Mr. Koogler asked if Mr. McKenzie could take the concerns of Council into consideration.

SAFETY AND SERVICE DIRECTOR'S REPORT

Good evening Council. We are currently in a planning process for potential projects within the City. We are applying to the Department of Environmental Financial Assistance for funding of design and construction of storm sewer and sewer trunk line on Vaughn Avenue to relieve some issues. An application process has been started to the Ohio Public Works Commission for funding of phase three of North East Street with the addition of Collins Avenue. ****inaudible**** is receiving quotes for work in the mason green space where we will begin in a couple weeks, as soon as the ordered brick pavers arrive. East Main Community Block grant became today and has a contract time of forty-five days, weather permitting. I would like to welcome a couple of new hires within the City. Patty Burns has joined us from her elected position as treasurer to be the Consumer Services Clerk in the Water Department. Ms. Burns has been a solid community member for many years and has extensive experience with the public. Welcome Ms. Burns. Our second hire is Tony ****inaudible****, as Code Enforcement and Certified Building Official. Mr. ****inaudible**** has been most recently been a consultant for an engineering firm and prior to that the lead Building Official for the City of Covington Kentucky. Welcome Mr. ****inaudible****.

Ann Morris asked if the uptown lighting was still progressing. Mr. McKenzie stated that it was and that the mowing contractor had been selected so that would free up some time for that to get done. She then asked if there was any update on the Gross Fibel building. Mr. McKenzie then said no and that again fell under having the free time. He said hopefully that would be some winter time work and to tear down some of the lower buildings that they could handle. Ms. Morris asked if he had heard anything about the Dallas Music building. Mel said that they had a hearing and had discussion with Mr. Jones. Mr. Jones was given a list of what he needed to do to bring the building and the property back into shape. If he does not do that in a reasonable amount of time “then we are going to refile the case.”

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 \$7,685,099.35.

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 the evening of July 16, 2018 in the basement meeting room of the County Administration building. The following members were present: Tom Eichinger, Charlie Guarino, Rob Holt and Joe Mahan. Council members Ann Morris and Wendy Culbreath were present for the meeting, as was Mr. and Mrs. Bill Myers. Emily Crow from McBride Dale and Clarion was also present to discuss the Hillsboro Master Plan. Mr. Eichinger announced the passage of amended Zoning Code legislation at the July 9th, 2018 City Council meeting and thanked Council for passing it as an emergency legislation so that it would be effective immediately. Planning Commission scheduled a Public Hearing for August 20th at 5:00 p.m. to hear comments on a request for a variance at 303 Wenmar Avenue for accessory building that exceeds the maximum height per City code. Emily Crowe with McBride Dale Clarion reviewed the scope of work for the Master Plan. She outlined the process for completing the plan, which includes prioritizing strengths, weaknesses, opportunities and threats, forming a steering committee type of outreach, public surveys and creating information website to allow the public to track the progress of the plan. The initial plan covers ten years with a five year adjustment if needed. The plan will take approximately 18 months to complete. The Commission voted unanimously to contract with McBride Dale Clarion to create a Master Plan. The next regular meeting of the Planning Commission is scheduled for August 20, 2018 at 5:00pm at the Highland District Library on Willettsville Pike. Subsequent monthly meetings will be held at the County Administration building on the third Monday of each month at 5:30pm.

There were no questions in regards to this report.

STANDING COMMITTEE REPORTS

FINANCE COMMITTEE (Justin Harsha, Chair)

No Meeting.

Mr. Harsha mentioned that they were planning a joint meeting with the Street and Safety Committee to discuss fire coverage. He requested that mowing contracts for the parks to be removed from his committee as they had been taken care of. President Koogler removed the matter from the Committee. President Koogler then mentioned that it had been at least ten years since the Finance Committee had looked at the salaries of Elected Officials and told Justin that he was placing the matter into the Finance Committee to look at and discuss.

PROPERTY MAINTENANCE AND RESTORATION (Ann Morris, Chair)

No Meeting.

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

No Meeting.

Mary said that she did receive update that they are still working on the Personnel Manual before they can go ahead with the Civil Service Manual.

Mr. Koogler mentioned that the Elected Official salary was also being placed into this Committee and he would like the two Committees to work together on the matter.

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 July 30, 2018 at 6:00pm in the upstairs conference room located in the City of Hillsboro building. The meeting began on time and committee member Wendy Culbreath was in attendance along with myself. Others present for the meeting were Justin Harsha and Mr. Culbreath. This meeting focused solely on finalizing the revisions to the animal codes, which through some advice and suggestions by the City Law Director, Mr. Beery, we were able to complete. Mrs. Culbreath motioned to take our recommendations to full council and I seconded the motion. Mrs. Culbreath also motioned to adjourn the meeting and I also seconded the motion. The meeting adjourned at 6:17PM.

Ann Morris asked where the Committee was on the Skate Park. Mr. Wilkin said that the Committee had not met about the Skate Park in a while because he was waiting to see what the funding might look like after the decision is made on the Fire District.

UTILITIES COMMITTEE (Brandon Leeth, Chair)

No meeting.

Mr. Leeth said that he did have an update on the grinder for the South Lift Station. “The submittals were approved and everything looks good and the grinder has been placed on order and it will be here within the next six to eight weeks. Also on the Sludge Press for the Waste Water Treatment Plant, all of the information has been submitted to the engineers, Stantec and we are waiting on word on which direction they want to go with that system.

Mr. Koogler asked if the grinder would fix the issues that we have experienced at that station for a number of years. Mr. Leeth said that yes that is the theory. Mr. Koogler said that he is hopeful that this is finally the solution.

ZONING AND ANNEXATION COMMITTEE (Wendy Culbreath, Chair)

No meeting.

COMMUNITY ENHANCEMENT (Claudia Klein, Chair)

No meeting.

Mr. Koogler asked for an update on creating a Parks and Recreation District. Ms. Klein said that after discussion with the Law Director, Fred Beery, she did not think it was something we could do that legally.

UNFINISHED BUSINESS

None

PASSAGE OF ORDINANCES AND RESOLUTIONS (THIRD READING)

None

SECOND 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 Wendy Culbreath, to suspend the three reading rule. Vote: Mr. Wilkin: No; Mr. Leeth: Yes; Mrs. Culbreath: Yes; Mrs. Morris: Yes; Mrs. Klein: Yes; Mrs. Stanforth: No; Mr. Harsha: No. The three reading rule was not suspended. The Ordinance will have its third reading 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 Ann Morris moved, seconded by Claudia Klein to suspend the three reading rule. Vote: Mr. Wilkin: Yes; Mr. Leeth: Yes; Mrs. Culbreath: No; Mrs. Morris: Yes; Mrs. Klein: Yes; Mrs. Stanforth: Yes; Mr. Harsha: Yes. The three reading rule was suspended.

MOTION Claudia Klein moved, seconded by Justin Harsha to approve and adopt the legislation. Vote: All Yeas. The legislation was approved and adopted as an emergency.

FIRST READING OF ORDINANCES & RESOLUTIONS

- **Resolution No. 18-33** A Resolution to increase appropriation in the 101 General Fund.

MOTION Adam Wilkin moved, seconded by Mary Stanforth to approve and adopt the legislation. Vote: All Yeas. The legislation was approved and adopted.

- **Resolution No. 18-34** A Resolution naming the City of Hillsboro appointment to the District 15 Public Works Integrating Committee.

MOTION Claudia Klein moved, seconded by Justin Harhsa to approve

and adopt the legislation. Vote: All Yeas. The legislation 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.

MOTION Justin Harsha moved, seconded by Brandon leeth to go into executive session. All yeas. Council entered into executive session at 7:38 pm with Mr. Beery, Law Director, Mel McKenzie, Safety and Service Director.

Council members entered back into regular session at 7:52 pm. Mr. Koogler expressed that no action would be taken as a result of the executive session

ADJOURN

MOTION Claudia Klein moved, seconded by Justin Harsha, to adjourn. Council adjourned at 7:53 p.m.

The next scheduled meeting of the Hillsboro City Council is Monday, September 10, 2018 at 7:00 p.m. in the Hillsboro Municipal Court. .

Lee Koogler, President

Heather Collins, Clerk