

HILLSBORO CITY COUNCIL MEETING
Hillsboro Municipal Court – 130 Homestead Drive

May 8, 2017

At 7:00 p.m., Council President Pro-Tem Dick Donley called the Hillsboro City Council meeting to order. The following were present for the meeting: Mayor Drew Hastings, Gary Silcott, Consulting Safety and Service Director; Gary Lewis, Auditor; Fred Beery, Law Director; and Debbie Sansone, Clerk. President Lee Koogler was absent due to illness.

ROLL CALL

Bill Alexander, Dick Donley, Tracy Aranyos, Justin Harsha, Claudia Klein, Ann Morris, and Becki Wilkin were present.

MOTION Ms. Aranyos moved, seconded by Ms. Wilkin, to excuse the absence of Mr. Koogler. Vote: all yeas.

Mr. Alexander led the council in prayer and the Mayor led the Pledge of Allegiance.

MINUTES

There were no additions or corrections to the meeting minutes from the April 10, 2017 Regular meeting. The minutes were approved as written.

MONTHLY REPORTS

There were no questions about the March 2017 monthly reports and the clerk read the reports by title only: Auditor, Income Tax Bureau, Police, Public Utilities (includes Street Department), Wastewater Treatment, Water Meter, Water/Sewer Maintenance, and Water Treatment.

PUBLIC REQUESTS

Stacy Gilbert addressed Council about an accident she had while backing out of her driveway at 826 West Main Street on April 27. She asked if there was anything that could be done to slow the traffic in that area. The speed limit in that area is 35 mph. She was told by the Hillsboro Police Department that it is illegal to back out of a driveway. Chief Browder explained that it is not illegal to back out of your driveway but it must be done in a safe manner. Ms. Gilbert expressed her concern that she cannot see traffic coming when she backs out because of a hill and a curve. She also said that traffic is too fast for that section of road. Mr. Donley placed the matter in the Streets and Safety Committee. Sgt. Browder said he would send a patrol person to the area to monitor it. Ms. Wilkin said she has the same problem on East Main Street. Mr. Donley explained that the speed limit is under the control of the state on a state and federal highway.

Richard Stiffler asked Council if they would consider allowing bow hunting within the city limits to help control the deer population. Mr. Donley explained that city code prohibits hunting within the city limits but he would ask the Street and Safety Committee to consider the matter.

Joe Mahan, President of the Hillsboro Uptown Business Association, asked Council for permission to hold the Christmas Parade on December 9 at 6:00 p.m. starting at the Fairgrounds, with a severe weather date of December 16. The parade will follow the same route as in the past and Mr. Mahan asked that the parade be covered by the city's insurance as in the past. HUBA will contract with the Police Department for traffic control. The theme is "Christmas Movies."

MOTION Ms. Aranyos moved, seconded by Ms. Morris, to approve the dates for the parade. Vote: all yeas.

Phillip Lutton, Code Enforcement Officer, presented a Power Point report of the blighted properties being addressed in the city. He presented before-and-after pictures of properties cleaned-up by the city's taskforce and properties that were demolished. He described a blighted structure as an "attractive nuisance" of which most have no doors or windows and have been vandalized. Any house on his list of ten or twelve blighted structures is not secured and anyone could walk into them. He asked that anyone with questions or suggestions call him. Ms. Morris asked about the Parker House and what is being done about it. Mr. Lutton said he is working on it and getting advice on how to proceed since past efforts were not successful. Mr. Donley asked about the new state legislation that bans the use of plywood to secure vacant buildings. Mr. Lutton deferred to Mr. Beery who said that initially he believed the rule applied to foreclosed properties but he will review the matter further.

Ms. Aranyos said the boards covering the windows at the Parker House should be replaced (referring to the incident when a board fell to the street). She wants to be proactive about the Parker House and not wait until something serious happens.

COMMUNICATIONS

- Ohio Ethics Commission – 2016 Financial Disclosure Statement Reminder
- Thank You Card from Senator Bob Peterson for the Resolution Opposing Centralized Tax Collection

CITIZENS' COMMENTS No comments

COMMUNICATIONS FROM THE MAYOR (Drew Hastings, Mayor)

Mayor Hastings thanked Mr. Lutton for the report and said he appreciated his ambition. Blight is one of the top priorities for the administration not only for safety issues but because the absence of blight is economic development. The Mayor thanked Joe Mahan for including him in the First Friday Event by asking him to open the Opera House for tours. There were approximately 150 people lined up to see the Opera House.

The Mayor attended the Economic Development Summit at Southern State Community College and shared the city's efforts to fight blight. There were many people interested in what the city is doing. The summit may be held quarterly in the future instead of annually. The survey for the old water plant property is not ready because a topographical survey was needed as well as the boundary survey. There are areas that will require fill.

Mel McKenzie, the new Safety and Service Director, will begin on May 31, 2017. Mr. McKenzie was the GIS Director for Highland County and will be a good fit for the city. Mayor Hastings said that the good job being done by Shawn Adkins, Public Works Superintendent, slightly modified the role of Safety and Service Director.

Mayor Hastings said that he and his wife, Taryn, participated in the Homemaker's show at Southern State and the show was a big success. There was an initial meeting with the Montrose Group with their representative, Nate Green, for the Downtown Redevelopment District and it was well attended and a lot of good questions were asked. The next step is to form a committee for the DRD.

The trash issue is not moving forward quickly because there are so many other things to get done and the Mayor does not want to rush into a solution for trash pickup. The Mayor handed out 300 trees at the elementary school for Arbor Day. He talked informally with Mr. Harsha about using the tennis courts at the old city park for a skate park. He asked to have a committee meeting to explore the possibilities and Mr. Donley placed the matter in Street and Safety. The Mayor and Mr. Harsha may visit Kettering to see that city's skate park.

The Mayor thanked Gary Silcott for doing a really good job as an interim/consulting Safety and Service Director. The Department Heads liked working with Mr. Silcott and he helped to get things done. After the end of the month Mr. Silcott will return to his role as vendor, engineering infrastructure projects for the city and obtaining funding for those projects. Ms. Aranyos thanked Mr. Silcott for doing a great job. She also asked if the city could have a clean-up day, placing dumpsters throughout the city or having a city-wide pick up. Mr. Adkins is checking into it.

SAFETY AND SERVICE DIRECTOR'S REPORT (Gary Silcott)

A bid was awarded to Finchum Excavating for the demolition of the Colony. The scheduled start date is May 22, 2017 and the project should take approximately two weeks. Assessment letters have been received for the North High Pathway Project and most property owners would like the cost assessed to their property taxes. Mr. Silcott said it is time to discuss financing for the project before soliciting for bids. The ODOT TAP application is due on May 15 for sidewalks on Main Street.

Mr. Silcott said the first DRD meeting scheduled will start the process to set the boundaries for the district. Properties with potential need to be selected in order to generate revenue through the district. The city will receive a grant from ODNR for parks and new restrooms are planned for the Harmony Lake area.

Mr. Silcott asked Council to waive the yard sale permit for the US 50 Yard Sale on May 19, 20, and 21 in order to promote city-wide yard sales.

AUDITOR'S REPORT (Gary Lewis, Auditor)

Mr. Lewis said he was glad that a Safety and Service Director was hired after five months, two weeks, and two days without a SSD. He also thanked Mr. Silcott for the

good job he did and said it was an enjoyable experience working with him. Mr. Lewis presented the year-to-date fund report and the year-to-date bank report to Council. The reports show a balance of \$7,189,873.27 in various accounts in the form of demand deposits, savings, and investments.

MOTION Ms. Klein moved, seconded by Ms. Aranyos, to accept the Auditor's reports. There was no further discussion. Vote: all yeas. Council accepted the report.

Mr. Lewis explained the legislation he recommended to Council:

- A correction to the budget appropriations to allow for an OWDA loan payment
- Increased appropriations to allow purchases from the new 220 Storm Sewer Fund
- Increased appropriations in the Police Department budget to reflect a donation from the Cassner Foundation

PLANNING COMMISSION (Mayor Hastings)

The Planning Commission met on April 17, 2017 at the Hillsboro Firehouse. Tom Eichinger, Chair; Charlie Guarino, Vice-Chair; Mayor Hastings, Joe Mahan, Ruth Robbins, and Gary Silcott, Consulting SSD, were present for the meeting. Larry Gray, Board of Developmental Disabilities (DD), Ron Siddons, Frontier Development, and Mark Current, Community Action, presented renderings to the Commission for 3,000 square foot homes with four independent living units per structure to house DD clients. They are looking at locations on Elm Street and North West Street for construction. There are plans to place more homes in other communities in Highland County. Highland County Community Action will own the property and maintain it. The homes cannot be used for anything but DD housing for the next thirty years. Mr. Gray said the homes are not "group homes" but the independent units that are attached to a common area and include quarters for an on-site nurse or custodian. Issues of zoning, deed restrictions, group home classification, and the use of the home after thirty years were discussed. The Board of DD needs Planning Commission approval by June 2017.

Rick Kisling requested the vacation of the alley next to his mother's house on John Street. The Board recommended vacation of the alley. A joint public hearing of the Planning Commission and City Council will be scheduled.

Noreen Gibson and Patty Warner presented a written plan for a tea room at 246 East Main Street. Because the property is zoned Residential A, a business is not permitted. The Board discussed the need to incorporate provisions for mixed-use into the zoning code as it is being updated. The Board does not want to grant a variance and advised Ms. Gibson and Ms. Warner that a request to re-zone the property may be the answer. Mr. Eichinger will review the code and make a recommendation to the applicants for the best zone classification for their needs.

The Commission discussed the Guiding Principles for planning in Hillsboro to help guide the zoning amendment committee with their decisions and agreed on a final plan.

STANDING COMMITTEE REPORTS

FINANCE COMMITTEE (Dick Donley, Chair)

There was no meeting.

PROPERTY MAINTENANCE AND RESTORATION (Ann Morris, Chair)

The property maintenance and restoration committee met at 6:34 on Monday, May 8 prior to the council meeting. Committee members present were Justin Harsha, Dick Donley and Ann Morris. Other council members present were Tracy Aranyos, Claudia Klein, Bill Alexander, and Becki Wilkin. Mr. Dave Benjamin was here representing the sign company of Carpenter Sign Service, who will be doing the work.

Domino's Pizza on west Main Street requested a sign variance. They are installing new and larger signs and expanding their square footage of business. Also, Domino's nationwide are updating their signage and it requires an additional sign for branding on the east side of the building. The Design Review Board approved the signs. Mr. Harsha made the motion to approve the variance, and Mr. Donley seconded the motion. All were in favor.

Mr. Marcus Barr of Downtown Drug asked for a sign variance. He is moving his business a few doors south on South High Street and is renovating the front and south exterior of his building to include a pick up window in the alley. A variance is needed to have the new awnings installed as they have wording on them as signage. The Design Review Board approved the sign/awnings. Mr. Donley moved to approve the variance and this was seconded by Mr. Harsha. All were in favor.

A few changes were made to the vacant property ordinance to bring it up-to-date. One change is to change the wording to "SSD" rather than "Fire Chief" in all areas of the ordinance (165.04). The second change was the annual fee is \$500, and the second year will be \$1000 (165.05). The third change is going from plywood to "clear polycarbonate material" per Ohio code (165.08). The fourth change is adding the wording "optional" on the businesses all having to install a key box (165.08). The fifth change is to clarify the "first degree misdemeanor" part of the ordinance (165.99). Mr. Harsha made a motion to approve these changes and this was seconded by Mr. Donley. All were in favor. These items will be brought to full council. Mr. Harsha made a motion to adjourn at 6:46 pm. Mr. Donley seconded the motion. All were in favor.

MOTION Ms. Morris moved, seconded by Ms. Klein, to approve the sign variances for Domino's Pizza. Vote: all yeas.

MOTION Ms. Morris moved, seconded by Mr. Harsha, to approve the sign/awning variances for Downtown Drugs. Vote: all yeas.

MOTION Ms. Morris moved to approve the updates to the Vacant Property Ordinance 165 as recommended by the Property Maintenance and Restoration Committee. Ms. Aranyos asked to verify the fee structure of the ordinance. She

believed that Judge McKenna stated in the past that the fee cannot escalate but must be the same for each successive year. Mr. Beery confirmed that the escalating fee was not an issue. Ms. Morris clarified that the fee remains \$1,000 per year after the first year. Mr. Alexander asked Mr. Beery to clarify the minor misdemeanor language in the ordinance. The court interpreted an unclassified misdemeanor as an offense that could only have a fine levied upon it so the suggested change is to specify the maximum penalty the municipality can impose which is 6 months jail and \$1,000 fine, which was the intent of the original ordinance.

There was no second to the motion.

CIVIL SERVICE AND EMPLOYEE RELATIONS COMMITTEE (William Alexander, Chair)

No report

STREET AND SAFETY COMMITTEE (Justin Harsha, Chair)

No report

UTILITIES COMMITTEE (Becki Wilkin, Chair)

No report

ZONING AND ANNEXATION COMMITTEE (Tracy Aranyos, Chair)

No report

COMMUNITY ENHANCEMENT (Claudia Klein, Chair)

No report

UNFINISHED BUSINESS

PASSAGE OF ORDINANCES AND RESOLUTIONS (THIRD READING) None

SECOND READING OF ORDINANCES AND RESOLUTIONS None

FIRST READING OF ORDINANCES & RESOLUTIONS

- **Ordinance No. 2017-04** An Ordinance to Amend Chapter 165 of the Hillsboro Code of Ordinances to Provide for Authority of the Safety and Service Director, Conform to State Statute, Delete Certain Requirements and Modify Penalties *Introduced by the Property Maintenance and Restoration Committee*
The Ordinance received its first reading.
- **Resolution No. 17-15** A Resolution to Increase Appropriations in the Police Department Budget – Donations - \$8,500.00 *Recommended by the Auditor* The resolution is appropriations in nature and does not require the suspension of the Three Reading Rule.

MOTION Ms. Aranyos moved, seconded by Ms. Klein, to approve and adopt Resolution No. 17-15. Vote: all yeas. Council approved and adopted the resolution.

- **Resolution No. 17-16** A Resolution to Increase Appropriations in the 220 Storm Sewer Maintenance & Repair fund - \$40,000.00 *Recommended by the Auditor* The resolution is appropriations in nature and does not require the suspension of the Three Reading Rule.

MOTION Mr. Harsha moved, seconded by Ms. Klein, to approve and adopt Resolution No. 17-16. Vote: all yeas. Council approved and adopted the resolution.

- **Resolution No. 17-17** A Resolution to Increase Appropriations in the 510 Sewer Debt Retirement fund *Recommended by the Auditor* The resolution is appropriations in nature and does not require the suspension of the Three Reading Rule.

MOTION Ms. Klein moved, seconded by Mr. Harsha, to approve and adopt Resolution No. 17-17. Vote: all yeas. Council approved and adopted the resolution.

- **Resolution No. 17-18** A Resolution Authorizing Participation in the ODOT Winter Contract (018-18) for Road Salt *Introduced by the Consulting SSD*

MOTION Ms. Morris moved, seconded by Ms. Aranyos, to read the resolution by title only. Vote: all yeas.

MOTION Ms. Aranyos moved, seconded by Mr. Harsha, to approve and adopt Resolution No. 17-18. Vote: all yeas. Council approved and adopted the resolution.

NEW BUSINESS

No new business

ADJOURN

MOTION Mr. Harsha moved, seconded by Ms. Klein, to adjourn Vote: all yeas. Council adjourned at 8:17 p.m.

The next scheduled meeting of the Hillsboro City Council is Monday, June 12, 2017 at 7:00 p.m. in the Hillsboro Municipal Court.

Richard Donley, President Pro-Tem

Debbie Sansone, Clerk