

HILLSBORO CITY COUNCIL MEETING
Hillsboro Municipal Court – 130 Homestead Drive

May 11, 2015

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; Todd Wilkin, Safety and Service Director; Gary Lewis, Auditor; Fred Beery, Law Director; and Debbie Sansone, Clerk.

ROLL CALL

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

President Koogler led the council in prayer and Mayor Hastings led the Pledge of Allegiance.

MINUTES

There were no additions or corrections to the minutes from the Regular Meeting on April 13, 2015 or to the minutes from the Special Meeting on April 27, 2015. The minutes were approved.

MONTHLY REPORTS

There were no questions about the March 2015 monthly reports and the Clerk read the reports by title only: Auditor, Income Tax Bureau, Police, Public Utilities, Street, Wastewater Treatment, Water Meter, Water/Sewer Maintenance, and Water Treatment.

PUBLIC REQUESTS

Jennifer Reed addressed Council about the property maintenance violation at her property at 522 Johnson Street. She asked that someone in the Administration and Council interpret the city code as it pertains to the natural gardening she is practicing on her property. President Koogler explained that when Ms. Reed addressed Council last year, Council chose to keep the legislation for tall grass and weeds as it is written and make no amendments to the code. Administration then must enforce the legislation as written. Ms. Reed continued to argue her case for a natural landscape. President Koogler explained that Council has the final word on this issue and they chose to keep the legislation as written. He asked Council if they had anything to add and they did not. He asked Administration if they had any comments. Mr. Wilkin said the issue is tall grass and noxious weeds. He provided pictures of Ms. Reed's yard to Council and said he had a hard time considering her yard as "gardening" as opposed to tall grass that needs to be cut. Mayor Hastings told Ms. Reed that she is trying to do something that is not "main stream" and he understands that. He said that she is not being singled-out. President Koogler asked Council once more if they wanted to discuss the issue further. Mr. Harsha said he had hours of conversation with Ms. Reed and there were committee meetings to discuss her issue and Council could not come to an agreement in favor of Ms. Reed. Ms. Aranyos said they must agree to disagree and that Ms. Reed has the option to take the matter to court. Mr. Donley said that Council made their decision and it is out of their

hands. Administration must deal with the problem. If she disagrees with Administration then her next step is to take legal action.

COMMUNICATIONS

The Clerk received the following correspondence:

Randy Bjorklund – a request for Council’s endorsement to recommend Lt. Caspar Collins for the Medal of Honor. President Koogler will write a support letter on behalf of Council.

CITIZENS’ COMMENTS

COMMUNICATIONS FROM THE MAYOR (Drew Hastings, Mayor)

Mayor Hastings reported that there were only two weddings during the last month which sadly proves to him that out of wedlock births are probably on the increase.

On May 27 – 31, the Vietnam Veterans Tribute will take place at Liberty Park. Mayor Hastings expects a large turn out for this event and would like to see a lot of support for it. He will be there for the welcoming ceremony on May 27. The event is sponsored by Support Our Troops of Highland County and will include a 4/5ths scale model of the Vietnam Memorial Wall in Washington DC. Events are planned for each day as a tribute to the veterans.

During the past three years, the Administration has worked on legislation to set the stage for Hillsboro’s prosperity. These efforts include putting “our financial house in order”, taking measures to improve the look of the city, taking action on vacant buildings, planning for and making major infrastructure repairs of streets and sidewalks, and passing legislation to keep certain types of businesses and/or structures out of the city. These efforts have proved to be valid. This has all been planning and the next phase is serious economic development. Mayor Hastings said that his first term was preparation for the second term when “we start sticking shovels in the ground.” There is construction on Glenn Street, Elm Street, Homestead, High and Beech. There is dirt everywhere which means the City is building and making progress. The formation of the CIC will be the catalyst which will make some things happen. Mayor Hastings attended an economic development summit and one of the topics was job creation. He said that Clinton County pays one-half of a million dollars per year in economic development salaries to encourage employers to go to the Air Park. In some respects, Hillsboro will be a bedroom community to Cincinnati, Dayton, Wilmington, Washington Courthouse, and Chillicothe because most of the work is outside of the city area. Mayor Hastings will talk to Council in the future about focusing on the small diversified employer of 5 – 25 people and possibly building small industrial sites for the small companies. He suggested that Wilmington can provide for the large companies and let Hillsboro supply the workforce. Diversification is the key rather than depending on one or two large employers as was done in the past.

Mayor Hastings met with the Mayor of Urbana, Ohio, and his staff, to talk to them about their efforts to work with their county on economic development. Urbana city council meets twice each month and asked Hillsboro Council to consider this. He said that at some point in the past Hillsboro Council met twice each month and he thought it might help to move some projects along.

Mayor Hastings said that the City is in a good place and the path the city needs to take is clear. Infrastructure projects are being completed and several projects uptown and throughout the city are being considered. He wants Council to stay upbeat and keep moving on the projects.

There were no questions for Mayor Hastings.

SAFETY AND SERVICE DIRECTOR'S REPORT

Mr. Wilkin announced the April Employee of the Month, Peggy Gard, Tax Commissioner. Peggy has worked for the city for over twenty-four years and recently completed a very busy tax season. She is a valuable asset to the City of Hillsboro and her dedication is appreciated. He also announced that Steve Pence, Street Department, will retire effective July 31, 2015. Steve is looking forward to spending time with his grandchildren and to his new career as a Hillsboro City Schools bus driver. Steve has been with the city for eighteen years and his service is appreciated.

Mr. Wilkin thanked the employees who participate in the city taskforce. They meet every Thursday and are tasked with cleaning-up properties that do not adhere to city ordinances relating to violations with trash, grass, weeds, and decayed and dilapidated buildings. This initiative was put into place in 2013 to remedy the many properties that were an eyesore to the city. Prior to the creation of the taskforce, the city would hire an outside entity to cut grass or pick up trash on properties that were non-compliant. In 2012, the city cleaned ten properties. In 2013, after the taskforce was created, the City cleaned up forty properties. In 2014, eighty-nine properties were cleaned-up. The ordinances being enforced are found in Title IX of the Hillsboro Book of Ordinances. Mr. Wilkin thanked all the employees of the taskforce team and expressed the city's appreciation for their hard work to make the city look cleaner and more presentable to potential buyers and future businesses who may locate in Hillsboro.

Mr. Wilkin distributed a graph to Council that demonstrated the cost of sewer and water line infrastructure repairs: In 2015, \$520,985 was spent on 3,131 linear feet which is the equivalent of replacing 3 city blocks of crumbling or completely non-existent sanitary and water lines. In 2014, \$503,081 was invested in sewer and water line repairs that totaled 4,878 linear feet, equal to 4.61 city blocks of infrastructure. In the past two years, the Administration has invested, managed, and installed over \$1 million in almost 8 city blocks of new water and sewer lines that were determined to be in a critical condition. A street paving graph showed that in 2015, \$1,071,083 will be spent on streets, which is 7.67 miles of new pavement, that includes portions of Chariss, Kayrean, Glenn, Diamond Drive, North East Street, East South Street, Terrence, the right turn lane at Pizza Hut on North High Street, Careytown Road, Homestead, Conrad, and Winmar Avenue. In 2014,

the city installed slightly over four miles of new paving and invested \$287,764.66. Mr. Wilkins said he takes great pride in the efforts and dedication to make the city a better place to live, work, and play.

There were no questions for Mr. Wilkin.

AUDITOR’S REPORT (Gary Lewis, Auditor)

Mr. Lewis presented the year-to-date fund report and year-to-date bank report with a balance of \$6,377,915.73 in various bank accounts and in investments and cash-on-hand for operational purposes. Mr. Lewis asked for a motion from Council to accept the report. There were no questions for Mr. Lewis.

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

Mr. Lewis explained the legislation presented to Council:

- Resolution to transfer funds from Fire Pension Fund to the Street Fund for paving
- Resolution to transfer funds from Fire Pension Fund to the General Fund for economic development
- Resolution to increase appropriations in the General Fund is a result of a donation from the Cassner Foundation to the Police Department (\$8,500)

There were no questions for Mr. Lewis.

PLANNING COMMISSION (Mayor Hastings, Chair)

The Planning Commission met at 5:30 p.m. on April 21, 2015 in the Hillsboro Firehouse Community Room. Present for the meeting were Buck Wilkin, Chair, Ruth Robbins, Kevin Barreras, and Todd Wilkin. The committee approved the minutes from the March 2015 meeting.

In Old Business, Mr. Wilkin reported that Randy Barr is working with the Highland County Agricultural Society (the Fair Board) regarding their request to install a fence at the end of Chariss Drive. A cul-de-sac with a radius of 62.5 feet is required. The City offered to give the Fair Board the fire hydrant they will need and the materials to install it in exchange for the deed for the cul-de-sac. The Fair Board must have a qualified contractor install the fire hydrant. At the time of the meeting no action was taken by the Fair Board on this matter.

In New Business, Rod Ferguson requested an address for his property on North High Street between Suburban Propane and the Shabby Moose. There was no logical address for Mr. Ferguson’s property. Planning Commission proposed to change the addresses in the problem area and assigned Mr. Ferguson an address based on the proposed change and contingent upon the property being surveyed within the next 90 days.

Mr. Barreras reported that the platting work sessions held in the last two months identified areas of interest for the Planning Commission to address. The new Hobart

Drive-Carl Smith Road expansion is one area, as is the proposed extension of Roberts Lane.

Mr. Todd Wilkin asked the Commission to recommend to Council to annex all the commercial properties that are not incorporated but are surrounded by incorporated property. The motion was made to recommend the annexation of all property not used for residential purposes within the corporation limits. The vote was unanimous.

Mr. Buck Wilkin reviewed the sidewalk program with the Commission and moved for a recommendation to approve the program. The vote was unanimous. Mr. Eichinger will present the program to Council on May 11, 2015.

Mr. Barreras thanked Stephen Crouch, University of Cincinnati intern, for his hard work and input into Planning Commission issues. The meeting adjourned at 6:40 p.m.

There were no questions for Mayor Hastings.

STANDING COMMITTEE REPORTS

FINANCE COMMITTEE (Dick Donley, Chair)

No report

PROPERTY MAINTENANCE AND RESTORATION (Ann Morris, Chair)

The Hillsboro Property Maintenance and Restoration Committee met on Friday, May 8, at 5:00 p.m. at the Hillsboro Firehouse. Attending were committee members Dick Donley, Justin Harsha and Ann Morris. All other council members were present: Becky Wilkin, Claudia Klein, Bill Alexander, Tracy Aranyos, and council president Lee Koogler. Mayor Hastings, Safety and Service Director Todd Wilkin, and Heather Collins from the city building were in attendance as well as Gary Abernathy from the Times Gazette.

The committee covered a lot of information starting with the topic of the future of the Colony Theatre. The city has money earmarked in the budget for the demolition of the Colony, and have discussed making public parking behind a rebuilt Colony facade, possibly housing some offices and public restrooms. Council member Becky Wilkin expressed an interest in saving the Colony, and is looking into private investors. This idea was supported by council members Justin Harsha and Bill Alexander.

The studies that have been done to date have shown renovation costs totaling anywhere between \$500,000 to \$800,000, depending on the extent of the renovation. Other council members did not feel the money would be well spent in a Colony restoration because the return for the investment would not be there. This feeling was also expressed by Todd Wilkin and Mayor Hastings. A follow-up committee meeting will be held for further discussion before the next council meeting.

Next on the agenda was a discussion on reducing sign permit fees for businesses owners,

as well as fees on repairing existing signs. This is still in committee while the fee schedule is rewritten and the committee obtains legal advice from the Law Director, Fred Beery.

Motion was made by Mr. Harsha for adjournment and seconded by Mr. Donley.

There were no questions for Ms. Morris.

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

No report

STREET AND SAFETY COMMITTEE (Justin Harsha, Chair)

The Street and Safety Committee met at 6:12 p.m. on May 8, 2015 at the Hillsboro Fire House to discuss some issues with the Building Department, specifically fees and inspections. Ms. Morris had a few questions about the fee schedule due to some confusion and the issues were resolved quickly. Inspections were discussed and, again, there was confusion about what needed to be inspected and what was actually inspected. This issue will be addressed with the inspection checklist and contractor's template which the Safety and Service Director provided. The Administration compared prices for inspection fees with surrounding communities and found that Hillsboro had among the lowest fees. All the issues were resolved and the meeting adjourned at 6:23 p.m.

There were no questions for Mr. Harsha.

Mr. Harsha added that his committee is still working on the drug problem.

UTILITIES COMMITTEE (Becki Wilkin, Chair)

No report

ZONING AND ANNEXATION COMMITTEE (Tracy Aranyos, Chair)

No report.

COMMUNITY ENHANCEMENT (Claudia Klein, Chair)

No report.

President Koogler changed the order of the meeting to address New Business before Unfinished Business. There is legislation before Council that relates to the New Business.

NEW BUSINESS

Tom Eichinger, Planning Commission member, addressed Council to present the proposed Hillsboro Ohio Sidewalk Maintenance Program.

This proposal outlines the approach recommended by the Planning Commission that Hillsboro, Ohio should take toward improving pedestrian safety, promoting walk ability, meeting ADA requirements and improving one aspect of the aesthetics of life in our city - the repair and ongoing maintenance of all of the city's sidewalks. After study of the general condition of our sidewalks, a review of critical ADA requirements and existing city and state ordinances already in place and a public hearing to present ideas and gather input, this proposal was presented to Council for review and approval.

Mr. Eichinger explained that the proposal consists of several components:

1. Creation by the Administration of a Sidewalk Inspection and maintenance Policy and an example was cited in Appendix A of the proposal. The policy will be presented to Council for approval and it will be the basis for budgeting decisions, etc. for the next several years as sidewalks are maintained. It will require money and time to make an overall survey of the sidewalk problem areas
2. Zone Identification and Prioritization will identify five zones in the city and can be found in Appendix B of the proposal. Zone 1 is the core of the city (downtown area), reaching to the Library on West Main and to Collins Avenue on North High Street. This will be the starting area. Once the city conducts a survey, the number of zones could change and it could seven to eight years to complete.
3. Specifications and Ordinance Revision is included because the existing ordinance includes the actual sidewalk specifications. When technology changes the specifications must change which would require an amendment to the ordinance. The proposal removes the specifications from the legislation and the ordinance will then refer to the specifications that are found in the Safety and Service Director's office.
4. Funding consists of the funding mechanisms to be used to pay for the work that will need to be completed. Grants are one option. The property owner is responsible for the maintenance of the sidewalk. The Planning Commission believes that because the sidewalks are in a state of relative disrepair over a long time, the city should step up in whatever way possible to help with funding. In many cities the cost of replacement or repair can be assessed to the property taxes over a period of years to ease the burden of cost to the property owner. The city would need to pay for the work up-front and then be reimbursed through the tax assessment.

Mr. Eichinger asked for questions from Council. There were no questions but before Mr. Eichinger concluded his presentation, President Koogler expressed his appreciation for the effort he put into preparing the proposal.

Hillsboro, Ohio's sidewalks are a vital and well used transportation source for many residents as well as many casual walkers and runners. Many of the sidewalks have fallen into disrepair and upheaval from trees over a number of years. As a result, they are unsafe for most pedestrians and, in some cases, impassable for visually impaired people and people in wheelchairs and motorized transportation devices. A comprehensive sidewalk

maintenance and revitalization effort and an ongoing sidewalk management program are critical to the safety, mobility and aesthetics of this community and its visitors. Approval of this proposal will begin a much needed improvement process.

President Koogler thanked Mr. Eichinger for the presentation. There were no questions.

UNFINISHED BUSINESS

There was no unfinished business.

PASSAGE OF ORDINANCES AND RESOLUTIONS (THIRD READING)

- ***2015-02 An Ordinance to Create a City Community Improvement Corporation (CIC) Introduced by the Safety and Service Director***

MOTION Mr. Donley moved, seconded by Ms. Klein, to approve and adopt the ordinance. There was no further discussion. Vote: all yeas. The ordinance was approved and adopted.

SECOND READING OF ORDINANCES AND RESOLUTIONS

None

FIRST READING OF ORDINANCES & RESOLUTIONS

- ***Ordinance No. 2015-04 AN ORDINANCE TO AUTHORIZE AND DIRECT THE CITY LAW DIRECTOR TO ACT AS AGENT TO THE CITY OF HILLSBORO AND PROPERTY OWNERS TO CAUSE THE ANNEXATION INTO THE CITY OF ALL UNINCORPORATED LAND THAT IS ENTIRELY SURROUNDED BY THE INCORPORATED LANDS OF THE CITY*** *Introduced by the Safety and Service Director* First Reading Only – no action.
- ***Ordinance No. 2015-05 AN ORDINANCE TO AMEND SECTION 96.11, CONSTRUCTION OF SIDEWALKS, OF THE HILLSBORO CODE OF ORDINANCES*** *Introduced by the Safety and Service Director*

Mr. Harsha spoke with Randy Barr and said the Administration and the Planning Commission have been working on the plan for a long time and the ordinance is a simple update to a very old and outdated ordinance. It will not need to be revisited for a long time if changed.

MOTION Mr. Harsha moved, seconded by Ms. Aranyos, to suspend the Three Reading Rule. There was no discussion. Vote: all yeas. The Three Reading Rule was suspended.

MOTION Mr. Harsha moved, seconded by Ms. Klein, to approve and adopt the ordinance. There was no discussion. Vote: all yeas. The ordinance was approved and adopted.

- **Resolution No. 15-22 A RESOLUTION TO TRANSFER FUNDS AND INCREASE APPROPRIATIONS (FIRE PENSION 205 TO GENERAL FUND 101) FOR ECONOMIC DEVELOPMENT** *Introduced by the Auditor* The resolution is appropriations in nature and does not require the suspension of the Three Reading Rule.

MOTION Mr. Donley moved, seconded by Ms. Klein, to approve and adopt the resolution. There was no discussion. Vote: all yeas. The resolution was approved and adopted.

- **Resolution No. 15-23 A RESOLUTION TO INCREASE APPROPRIATIONS IN GENERAL FUND 101 SMALL TOOLS DONATIONS** *Introduced 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 Ms. Wilkin, to approve and adopt the resolution. There was no discussion. Vote: all yeas. The resolution was approved and adopted.

- **Resolution No. 15-24 A RESOLUTION TO TRANSFER FUNDS AND INCREASE APPROPRIATIONS FROM FIRE PENSION FUND 205 TO STREET CONSTRUCTION** *Introduced 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 Ms. Morris, to approve and adopt the resolution. There was no discussion. Vote: all yeas. The resolution was approved and adopted.

NEW BUSINESS

Addressed earlier in the meeting.

Ms. Morris asked if the Colony Theatre could be placed into the new CIC to move forward with it. President Koogler placed the issue in committee and it will be addressed at the next council meeting. Mr. Beery will prepare the legislation and Ms. Morris will meet with Mr. Beery and will schedule a committee meeting before the next Council meeting.

ADJOURN

At 8:16 p.m., Ms. Aranyos moved, seconded by Ms. Morris, to adjourn. Vote: all yeas.

The next scheduled meeting of the Hillsboro City Council is June 8, 2015 at 7:00 p.m. in the Municipal Court.

Lee Koogler, President

Debbie Sansone, Clerk