

HILLSBORO CITY COUNCIL MEETING
Hillsboro Municipal Court – 130 Homestead Drive

October 11, 2016

JOINT PUBLIC HEARING TO VACATE ALLEY
Hillsboro City Council and Hillsboro Planning Commission

At 6:18 p.m., Council President Lee Koogler opened the hearing for public comment regarding the vacation of an alley between 317 and 323 East South Street in Hillsboro. Present for the meeting: Bill Alexander, Tracy Aranyos, Dick Donley, Justin Harsha, Claudia Klein, and Ann Morris. There was no opposition to vacating the alley. Susan Davis was present on the behalf of the estate petitioning to vacate the alley. There is a garage on the alley property. There were no questions from Council. The hearing adjourned at 6:19 p.m.

JOINT PUBLIC HEARING TO DETACH PROPERTY FROM THE CITY
Hillsboro City Council and Hillsboro Planning Commission

At 6:30 p.m., President Koogler opened the hearing for public comment regarding a request to detach property from the city on SR 73 (Belfast Pike). Present for the meeting: Bill Alexander, Tracy Aranyos, Dick Donley, Justin Harsha, Claudia Klein, and Ann Morris. Jeremy and Amanda Carter, petitioners, were also present. The Carters requested the detachment of Parcel Nos. 25-55-001-007.00 (1.164 acres) and 25-55-001-009.00 (0.081 acres). There was no opposition to the detachment. Rodney Ferguson commented that he has property he would like to detach. President Koogler explained the process and recommended that Mr. Ferguson present his request to the Planning Commission. There were no questions from Council. The hearing adjourned at 6:35 p.m.

COUNCIL

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; 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 meeting minutes from the September 12, 2016 Regular Meeting. The minutes were approved as written.

MONTHLY REPORTS

There were no questions about the September 2016 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

At the committee meeting prior to the Council meeting, Khan Signs requested a variance for a second sign at the Cricket store on Harry Sauner Road.

COMMUNICATIONS

- Notice of Ohio Municipal League 2016 Annual Conference
- Highland County Historical Society – Support of the Historic District Design Review Board (President Koogler received the letter directly before the Council meeting. He read the letter to Council. The letter was not on the agenda.)

CITIZENS' COMMENTS

Claudia Klein addressed Council as a citizen to ask for support in helping the Matthew Hurricane victims. *Matthews 25 Ministries* handles everything in a disaster area. She asked the city to help collect supplies and donations for a period of seven to ten days and then take them to *Matthews 25 Ministries* to distribute to the hurricane victims. Ms. Klein contacted R&L Trucking and will know soon if they will loan the city a truck to store and haul the supplies. She asked for permission from the city to park the truck in a central location (Uptown) while collecting supplies and she also appealed to the public for support. Mayor Hastings said that the city will help with the collection however it can. He thanked Ms. Klein for initiating the project. Ms. Aranyos suggested that the collection details be posted on the city Website.

MOTION Mr. Harsha moved, seconded by Ms. Wilkin, to support the collection efforts by Ms. Klein to aid the hurricane victims. Vote: all yeas.

COMMUNICATIONS FROM THE MAYOR (Drew Hastings, Mayor)

Mayor Hastings will attend the Ohio Municipal League Conference in Columbus on October 26 - 28. Some of the workshops he will attend are Municipal Downtown Redevelopment Districts, Funding for Economic Development, Revenue Sources, and Drones. He will report to Council in November of any information that may benefit the city.

Last month the Revolving Loan Fund Committee made a loan to a local business for product expansion and will hopefully hire four additional employees. There have been several economic development inquiries that he and Mr. Wilkin have been fielding during the past month. The Administration is providing information to developers and interested individuals and hopefully there will be new business in town.

Talks with the Paint Creek Fire District continue with the hope of having a deal in place for the Firehouse by the end of the year. Mayor Hastings met with Destiny Bryson, Executive Director of the Highland County Visitors Bureau. He wanted to learn her ideas for the bureau and if additional funding from the city was warranted. Mayor Hastings believes the extra funding is justified. The Visitors Bureau wants to step-up and

make some things happen. He believes the new permanent office Uptown makes a difference.

Senator Peterson acknowledged Mayor Hastings's request to amend the ORC requirements that Planning Commission members must reside within the city limits. The Senator will pursue the matter with the Ohio Municipal League and others.

Ms. Aranyos asked the Mayor to announce that the third annual Ohio Valley Hoops Classic will be held in Hillsboro instead of Wilmington on December 2 - 4, 2016 at the Patriot Center on the Southern State Community College Campus. There were no questions for Mayor Hastings.

SAFETY AND SERVICE DIRECTOR'S REPORT

ODOT requires public notice of the project to widen Harry Sauner Road from US 62 to the back side of Kibler and the installation of sidewalks, curbs, and gutters on both sides of the street. Mr. Wilkin asked the media to mention the project. The city will send letters to all the residents in the area. The County Engineer will receive bids for sidewalks from Hobart-Carl Smith Drive to Careytown Road to Harry Sauner Road and on Harry Sauner Road to the first entrance of Wal-Mart. Next year the city will look to complete the gap of sidewalks from Wal-Mart to Kibler, including a storm retention system.

Mr. Wilkin reported on the grants being prepared: OPWC grant for North East Street Phase II (North Street to Collins) with curbs, gutters, sidewalks, storm sewers, and new pavement. Another OPWC grant for the Waste Water Belt Filter Press to eliminate the need for sludge bags. The city will apply for a parks grant from ODNR. It is a 50% match grant with a maximum grant request of \$300,000. Surveys are being sent to random water users to assess interest and opinions regarding the city's parks. Each completed survey registers that person in a drawing for a \$50 prepaid Visa card donated by David A. Collins, CPA. There were no questions for Mr. Wilkin.

AUDITOR'S REPORT (Gary Lewis, Auditor)

President Koogler presented the Auditor's report in the absence of Mr. Lewis. The reports show a balance of \$7,371,181.98.

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

President Koogler explained the legislation presented by the Auditor to increase appropriations in the General Fund, Building Inspections, by \$20,000 to cover increased expenses resulting from higher than anticipated number of building inspections. All costs are offset by revenue from building inspection fees. There were no questions for President Koogler.

PLANNING COMMISSION (Mayor Hastings, Chair)

The Hillsboro Planning Commission met at 5:30 p.m. on September 19, 2016 at the Hillsboro Firehouse. Tom Eichinger, Chair; Drew Hastings, Mayor; Ruth Robbins, Buck Wilkin, and Todd Wilkin, Safety and Service Director, were present for the meeting.

Mayor Hastings sent a letter to Senator Peterson and Speaker Rosenberger asking them to consider changes to ORC 713.01, to allow small cities to accept Planning Commission members from outside the city limits. He believes many small towns may have the same problem finding enough qualified, interested members for their commissions. Mayor Hastings will talk to mayors at the Ohio Municipal League Conference in October about this problem.

The Commission followed-up on a request to re-plat property on Tanglewood. They also received a survey for a lot split on North High Street which was part of a 2015 request for a new address.

Mr. Buck Wilkin reported that he is having difficulty finding people who are interested in serving on the Zoning Update Committee. Mr. Todd Wilkin will contact Liz Fields for a proposed start date for the zoning update. Mr. Eichinger said the Planning Commission can handle the recommended modification to the “Residential A” zoning code (regarding multi-family dwellings) without having a zoning update committee in place. The meeting adjourned at 5:42 p.m. There were no questions for Mayor Hastings.

STANDING COMMITTEE REPORTS

FINANCE COMMITTEE (Dick Donley, Chair)

The Finance Committee met on September 26, 2016 at 5:30 p.m. at the Hillsboro Municipal Court. Members present were Ann Morris and Dick Donley. Bill Alexander was absent. Council members present were Tracy Aranyos, Justin Harsha, Claudia Klein, and Becki Wilkin. Mayor Hastings and Todd Wilkin also attended the meeting. The Committee reviewed an amendment to the city tax code based on a change in the Ohio Revised Code. The change was minor and after discussing the change with the Tax Commissioner, the committee made a recommendation that Council approve the amended ordinance as presented to Council. There were no questions for Mr. Donley.

PROPERTY MAINTENANCE AND RESTORATION (Ann Morris, Chair)

The Property Maintenance and Restoration Committee met on September 26, 2016 at 5:55 p.m. at the Municipal Court with all committee members present: Ann Morris, Justin Harsha, and Dick Donley. The committee discussed moving forward with the Colony project. This includes having preliminary drawings completed of the renovation of the front part of the colony so that bids can be solicited. The drawings should include refurbishing the front exterior, exterior lobby area, two bathrooms, a possible meeting room, pocket park area and parking lot behind the pocket park. After the committee receives the drawings and bids, Council can decide how to proceed with the project according to how the bids add up, and what the best plan for the building would be. Mr. Harsha made the motion, seconded by Mr. Donley, and all approved.

The Committee looked at a possible junk cars/nuisance ordinance for the city. This is a continued effort to eliminate blighted properties in the city. This ordinance would ban properties in the city from having unlicensed cars and/or junk cars from causing blight within the city. This ordinance is remaining in committee as it does a little more study.

The committee is also researching an ordinance for a private property blighted property ordinance which is in coordination with the junk cars ordinance. This will also be left in committee for examination.

Last on the agenda was the amended sign ordinance. A paragraph was omitted from the previous ordinance that addressed temporary signs. The Committee will ask council to vote to add the paragraph back into the ordinance. The meeting ended at 6:30.

The Property Maintenance and Restoration Committee met again on October 11, 2016 at 6:04 p.m. to hear a request for an additional sign at the Cricket Store on Harry Sauner Road. The store has one sign on the building and wants to add an additional sign on the Kroger-side of the building. Mr. Harsha moved, seconded by Ms. Morris, to approve the variance. The meeting adjourned at 6:07 p.m. There were no questions for Ms. Morris.

Ms. Morris addressed Council about an issue with the sign ordinance. Section E of the sign ordinance is confusing: Section 153.05 (E) states *...capable of being viewed from any public right of way, parking area or neighboring property*. Ms. Morris said the reference to the right-of-way could be confusing to people who think the sign is allowed in the right-of-way. A notation can be added to the ordinance to clarify it or the sentence can be removed. Mr. Koogler said council will discuss it at the time the legislation is presented for a vote.

The Committee recommended that Council approve the sign variance for the Cricket Store.

MOTION Ms. Morris moved, seconded by Ms. Aranyos, to approve a variance for a second sign at the Cricket store on Harry Sauner Road. Vote: all yeas. Council approved the variance. The Clerk will notify the sign company who made the request on behalf of Cricket.

CIVIL SERVICE AND EMPLOYEE RELATIONS COMMITTEE (William Alexander, Chair) No report.

STREET AND SAFETY COMMITTEE (Justin Harsha, Chair)

Mr. Harsha had no report but did note that the Festival of the Bells had a meeting.

UTILITIES COMMITTEE (Becki Wilkin, Chair)

The Utilities Committee met on October 5, 2016 at 5:00 p.m. at the Hillsboro Municipal Court. Tracy Aranyos, Bill Alexander, and Becki Wilkin were present for the meeting. Todd Wilkin and Gary Abernathy, Times Gazette, were also present. The committee discussed the creation of a new fund for storm sewers and if there was anything that could be done to help homeowners/property owners with the cost of redoing their

systems. The first step is to map the storm sewer system. The committee recommends extending the moratorium on the water/sewer rate increase for one more month. They considered foregoing the scheduled rate increases and review the rates on a yearly basis. She will get with the Law Director on the legislation for the moratorium and changing the surcharge for the storm sewer system. The meeting adjourned at 7:00 p.m.

MOTION Ms. Aranyos moved, seconded by Ms. Wilkin, to extend the moratorium on the water/sewer rate increase until the next Council meeting on November 14, 2016. Vote: all yeas. The moratorium was extended through November 14, 2016.

ZONING AND ANNEXATION COMMITTEE (Tracy Aranyos, Chair)

No report

COMMUNITY ENHANCEMENT (Claudia Klein, Chair)

The Community Enhancement Committee had a joint meeting with the Property Maintenance and Restoration Committee on September 26 at 6:30 p.m. Present for the meeting were Dick Donley, Ann Morris, Justin Harsha for Property Maintenance and Claudia Klein, Dick Donley, and Becki Wilkin for Community Enhancement. Also present were Tracy Aranyos, Council; Avery Applegate and Mary Todd Hardeman, Design Review Board; Joe Mahan, Hillsboro Uptown Business Association; Todd Wilkin, Safety and Service Director; Mayor Hastings and Gary Abernathy, Times Gazette.

The purpose of the meeting was to discuss the Design Review Board, its purpose and regulations, if any. Ms. Hardeman said the Design Review Board has a newly updated manual that they follow to keep the Uptown district as historically correct as possible. Ms. Applegate also spoke on behalf of the Design Review Board. Committee members asked why the manual cannot be put online for everyone to see because it would be more citizen-friendly. Ms. Morris said she would like to see a list on the Web site that lists what a potential Uptown business owner would need to do to start a business Uptown along with agencies that can help them get started. That way they can know exactly what is expected of them from the very beginning and where to look for help. Mr. Harsha said it was only in the past few months that he even heard of the Design and Review Board and what it does. Others agreed. Ms Aranyos said there are several boards and committees that Council does not even know about or what they do. Ms. Wilkin asked the Mayor about the CIC and what functions it does and who does it report to.

The Mayor offered to have a committee of full council and he will bring the necessary lists of these board, what they do and who to contact. This was met with agreement of all present as this will make it easier for Council members to direct questions to the correct people. These can also be put on the Web site. The whole intent of these boards going on line is to make it easier for potential business owners to know what regulations they face in order to start their Uptown business. Dick Donley made a motion to keep this in committee while it does more research on the matter. Everyone agreed to not make a hasty decision. The meeting adjourned at 7:15 p.m.

Mr. Harsha corrected the meeting report by saying he was aware of the existence of the Design Review Board but did not know what they did. Ms. Morris asked about the status of the Dog Park. Mr. Wilkin said the contract for fencing was awarded and the contractor reviewed the location of the park and hopes to start the fence next week. Mr. Wilkin reviewed the budget and requirements of the ODNR grant. There were no questions for Ms. Klein.

UNFINISHED BUSINESS

No unfinished business

PASSAGE OF ORDINANCES AND RESOLUTIONS (THIRD READING)

No legislation

SECOND READING OF ORDINANCES AND RESOLUTIONS

No legislation

FIRST READING OF ORDINANCES & RESOLUTIONS

- **Resolution No. 16-39** A Resolution to Increase Appropriations in the General Fund for building Inspections *Recommended by the Auditor* The resolution is appropriation in nature and does not require suspension of the Three Reading Rule and the necessity of the legislation was explained by President Koogler.

MOTION Ms. Klein moved, seconded by Ms. Morris, to approve and adopt Resolution No. 16-39. Vote: all yeas. Council approved and adopted the resolution.

- **Ordinance No. 2016-12** An Ordinance Vacating an Alley Within the City of Hillsboro, Highland County, Ohio *Recommended by the Hillsboro Planning Commission*

MOTION Mr. Donley moved, seconded by Ms. Klein, to amend Ordinance 2016-12, Section 4, from “Records of Highland County” to “Recorder of Highland County.” Vote: all yeas. The clerk will amend the ordinance.

MOTION Ms. Morris moved, seconded by Ms. Klein, to suspend the Three Reading Rule. Vote: all yeas. Council suspended the Three Reading Rule.

MOTION Ms. Klein moved, seconded by Ms. Aranyos, to approve and adopt Ordinance No. 2016-12. Vote: all yeas. Council approved and adopted the ordinance.

- **Ordinance No. 2016-13** An Ordinance to Assent to Detachment of Land From the City *Recommended by the Hillsboro Planning Commission*

MOTION Ms. Aranyos moved, seconded by Mr. Harsha, to suspend the Three Reading Rule. Vote: all yeas. Council suspended the Three Reading Rule.

MOTION Ms. Klein moved, seconded by Ms. Morris, to approve and adopt Ordinance No. 2016-13. Vote: all yeas. Council approved and adopted the ordinance.

- **Ordinance No. 2016-14** An Ordinance to Amend the Hillsboro Tax Code to Conform to Modifications to Chapter 718 of the Ohio Revised Code Effective September 18, 2016, and to Declare An Emergency *Introduced by the Tax Commissioner*

MOTION Ms. Wilkin moved, seconded by Ms. Aranyos, to read Ordinance No. 2016-14 by Title Only. Vote: all yeas. The Clerk read the ordinance by Title Only.

MOTION Mr. Donley moved, seconded by Ms. Morris, to suspend the Three Reading Rule. Vote: all yeas. Council suspended the Three Reading Rule.

MOTION Ms. Morris moved, seconded by Mr. Donley, to approve and adopt Ordinance No. 2016-14. Vote: all yeas. Council approved and adopted the ordinance.

- **Ordinance No. 2016-15** An Ordinance to Accept the Annexation of the Property at South High Street Into the City of Hillsboro

Mr. Alexander asked Mr. Wilkin if the city provides water or sewer to the property. Mr. Wilkin said water is provided by Highland County Water and sewer is provided by the city. Once the property is annexed Highland County Water will continue to provide water. In 2008 the city voted to approve the annexation of the property but the process was never completed.

MOTION Mr. Alexander moved, seconded by Ms. Aranyos, to suspend the Three Reading Rule for Ordinance No. 2016-15. Vote: all yeas. Council suspended the Three Reading Rule.

MOTION Ms. Wilkin moved, seconded by Ms. Morris, to approve and adopt Ordinance No. 2016-15. Vote: all yeas. Council approved the ordinance.

- **Ordinance No. 2016-16** An Ordinance to Correct the Signage Legislation to Restore Limits on Temporary Sign Duration *Introduced by the Property Maintenance and Restoration Committee*

President Koogler asked Council to address issues of possible amendments to the legislation. Ms. Morris asked Mr. Wilkin if the ambiguous phrase in Section 4 of the amended legislation could be removed without adversely affecting the legislation. Mr. Wilkin suggested that the definition of a “temporary sign” be clarified. He also said it is hard to monitor a sign to determine a fourteen-day limit per quarter. There are many more temporary signs in the city since that portion of the ordinance was accidentally omitted from the legislation. Mr. Wilkin said along with clarification of the definition of

a temporary sign, Council might reconsider the time-table requirements. He impressed upon Council the need to keep signs out of the right-of-ways. Ms. Morris will place discussion of the temporary sign changes on the agenda for the next committee meeting. Mr. Alexander asked if Council could have a first reading of the legislation. Ms. Morris suggested that Council pass the legislation as an emergency to provide enforcement for temporary signs and then amend the legislation later. Mr. Harsha asked if the city receives a lot of complaints about the signs. Mr. Wilkin said that most complaints come from him as he is driving around town and sees issues with sight-distance or signs attached to utility poles. Council needs to decide if they want to allow “flag” signs.

MOTION Mr. Harsha moved, seconded by Mr. Alexander, to suspend the Three Reading Rule for Ordinance No. 2016-16. Vote: all yeas. Council suspended the Three Reading Rule.

Ms. Klein asked for clarification that the legislation was being presented with no amendments. President Koogler affirmed the legislation was presented “as-is.”

MOTION Mr. Harsha moved, seconded by Ms. Klein, to approve and adopt Ordinance No. 2016-16. Vote: all yeas. Council approved and adopted the ordinance.

NEW BUSINESS

No new business.

ADJOURN

MOTION At 8:08 p.m., Mr. Harsha moved, seconded by Ms. Wilkin, to adjourn. Vote: all yeas.

The next scheduled meeting of the Hillsboro City Council is Monday, November 14, 2016 at 7:00 p.m. in the Hillsboro Municipal Court.

Lee Koogler, President

Debbie Sansone, Clerk