

**VILLAGE OF HEBRON
COUNCIL MEETING MINUTES
March 8, 2023
6:00 PM**

This meeting was held both remotely and in person.

CALL TO ORDER

Mayor Layton called the meeting to order at 6:00pm

PLEDGE OF ALLEGIANCE

Mayor Layton asked everyone to join in the Pledge of Allegiance.

ROLL CALL

Councilmembers in attendance: Council President Dr. Valerie Mockus, Councilmembers Stacy Stoner, Annelle Porter, Kenney Nauer, and Randy Wolf.

Others in attendance: Mayor James Layton, Village Fiscal Officer/Interim Administrator Deborah Morgan, Community Development Coordinator Bonnie Miller, Community Development Assistant Brigette Rose, Village Solicitor Wesley K. Untied, Attorney Jarod Rose, and Clerk of Council/Administrative Assistant Christina Furbee.

Visitors in attendance: None

Remote Visitors: None

ACKNOWLEDGE VISITORS

Mayor Layton said there are no visitors in attendance.

NOTICE: MEETING DOCUMENTATION

Mayor Layton said the minutes for this meeting are being recorded and a written summary will be available by request at a later date.

APPROVAL OF MINUTES

February 8, 2023 Council Meeting

Dr. Mockus moved to approve the February 8, 2023 Council Meeting minutes as presented, seconded by Mrs. Porter. A roll call vote was taken with all Councilmembers present voting in favor.

VISITOR COMMENTS

None

DEPARTMENT HEAD REPORT- Community Development Coordinator

Community Development Coordinator Bonnie Miller introduced Brigette Rose, the new Community Development Assistant. Mrs. Miller said she feels Mrs. Rose is a great fit for the Village. Mrs. Rose said lives in Glenford. She worked for Licking Heights for almost 16 years as Secretary for the High School for the first 15 years and then in the District Offices for the last year. Mrs. Rose said she is excited to be here and her first week has gone well so far.

Mrs. Miller discussed items on her report, beginning with items in front of the Planning & Zoning Board. She said a couple lot split requests were approved and there have been several discussions with developers regarding potential upcoming development.

She said there are ten vacant home registry letters to be sent out and several other homes that have been observed.

She discussed permits that have been issued and said there are currently 18 active Code Enforcement cases. She said that number will surely increase as the weather gets warmer.

Mrs. Miller said Molding Technologies is slowly getting their property cleaned up. There was some discussion about sending out a violation letter. Village Solicitor Wesley Untied said it is always better to document. Mayor Layton said this has been an ongoing issue so a nudge will help.

Mrs. Miller said there are 8 code enforcement cases awaiting prosecution and she will send them to Attorney Mosher. Mrs. Porter said there is a property on East Main Street that needs to be addressed. Mrs. Miller said it has been addressed.

Dr. Mockus said there was previous discussion about pocket parks. Mrs. Morgan said two proposed developments have a park included, and the Village plans to have those discussions with developers in the future. Mrs. Miller said she also wants to discuss prospective fish ponds with developers. Mayor Layton said we need to make sure there is something in our requirements for some kind of recreation area in new developments. Mrs. Morgan said she thinks the requirements are in the regulations, depending on the size and amount of greenspace.

LEGISLATION

ORDINANCE 04-23- AN ORDINANCE RE-STRUCTURING STAFF POSITIONS WITHIN THE VILLAGE UTILITY DEPARTMENT-Third Reading

Dr. Mockus moved to adopt Ordinance 04-23 as presented, seconded by Mrs. Stoner. A roll call vote was taken with all councilmembers present voting in favor.

ORDINANCE 07-23-AN ORDINANCE TO AMEND ORDINANCE 25-22 TO PROVIDE FOR ADJUSTMENTS OF THE ANNUAL APPROPRIATIONS FOR THE FISCAL YEAR ENDING DECEMBER 31, 2023 AND DECLARING AN EMERGENCY-First Reading

Mrs. Morgan said this is regarding fire levy funds and for the purchase of property as discussed.

COUNCIL ACTION ITEMS

February 2023 Bank Reconciliation

Mrs. Porter moved to acknowledge receipt, review and approval of the February 2023 Bank Reconciliation, seconded by Mrs. Stoner. A roll call vote was taken with all Councilmembers present voting in favor.

Land transfer for U.S. 40 and SR 79 Intersection Project

Mrs. Porter said the title for this item should be US 40 and N. High Street, as High Street is no longer SR 79. Mayor Layton said the notation about this correction will be reflected in the minutes.

Mr. Untied said this is to execute a deed to facilitate the Intersection project. He said the Ohio Department of Transportation is requiring this to be done to establish a portion of the downtown area. He said the Village owns the property and has argued that we should not have to convey it to ourselves, but ODOT insists. Attorney Jarod Rose said they want it in the public record that this modification has been made.

Mr. Nauer moved to authorize the Mayor to execute a deed and facilitate the Main and High Street Intersection Project, seconded by Mrs. Porter. Mayor Layton said Englefield Oil is donating land and the Village will need to purchase a small portion of land from Park National Bank. A roll call vote was taken with all Councilmembers present voting in favor except Mrs. Stoner and Dr. Mockus who voted against. The motion passed.

ADMINISTRATOR'S REPORT

Interim Village Administrator Deborah Morgan said Dr. Mockus previously brought up the subject of meeting with the Army Corps of Engineers about mitigating flooding in the Village. She said she reached out the Army Corps representative that the Village met with in 2017. She received a response and was put into contact with the correct person who handles that now, and was told they do not handle the construction of a retention pond, but they do offer funding for studies, etc. so we scheduled a meeting this month to go over what they can offer. Mrs. Morgan said she will let Council know the result of that meeting.

Mrs. Morgan said the Village will have a meeting with a group from Licking County to discuss the creation of a walking map. She will also be attending required training at the local government conference on the 28th and 29th of this month.

Mrs. Morgan said there have been a few small purchases to make technical updates in the municipal office.

She said the passwords to the back door keyless entry pad have been changed for Councilmembers and the Village Solicitor at their request.

Public Works

Mrs. Morgan said the Public Works department has been removing and chipping trees in a storm ditch along US 79 South and several potholes have been filled.

She said a stormwater project was started on 5th Street.

Mrs. Morgan said sidewalk cracks have been filled at the Municipal Complex and Public Works Superintendent Cliff Ward Jr. has met with three contractors about those sidewalks. He has received two quotes and is waiting on a third.

She said Alpha Link adjusted the microphones in Council Chambers and they say the issues have been fixed.

Street signs along Main Street have been replaced with the new white lettering on a blue background, and the speed limit sign on Enterprise Drive has been replaced. The Public Works department has also been moving the speed radar sign for the Police Department. A few residents have requested old street signs. Mrs. Morgan checked with Attorney Rose and he encouraged the Village to declare the signs as surplus and place them in a silent auction.

Water

Mrs. Morgan said r450 water meter radios are being transitioned to r900s and they are waiting on another quote for the roof at their location, along with downspouts and stone covers.

An Inserta valve was installed at Milliken Drive, to continue service to customers while 3-point constructs their building. Superintendent Figgins will discuss this further at a future Council Meeting.

Water Reclamation

Mrs. Morgan said Zemba Bros. submitted the lowest bid to remove the blockage at Clean Harbors and they will begin the work soon.

The utility vehicle that was ordered is scheduled to be delivered around June 1st. Mrs. Morgan said the Public Works department also ordered a UTV and she believes it will be delivered on the same schedule.

She said work continues to replace LED lights outside the Water Reclamation Facility. Some have been replaced but a couple are dependent on the weather.

She said the first round of pretreatment inspections for this year is scheduled for March 30th.

Mrs. Morgan said she will be on vacation beginning April 4th and will be back for April 12th Council Meeting, though she may join remotely.

COUNCILMEMBER'S REPORTS

Mrs. Porter said she took an opportunity to meet with the Public Works department. She said they seem to be in control with any situation that has come up and prepared for any new that may arise. She said they are a very responsible and pleasant group.

Mr. Wolf said he sent Council the Fire District report. He said the next Fire District meeting is tomorrow night at 7 p.m. He said he noticed the new street signs. Mr. Wolf asked how the new gas well might affect any new construction by Sunny Acres. Mayor Layton said the well is on other side of the road. Mrs. Morgan said the contractor would work that out with the people that own the wells.

Mrs. Stoner asked if a date has been set to discuss the budget. Mrs. Morgan said the budget discussion typically begins in September or October.

Dr. Mockus said she is interested in purchasing some Village logo gear. Mrs. Morgan said she can forward her the information.

Dr. Mockus said several Hebron representatives attended the Licking County Chamber of Commerce Womens leadership conference last Friday. She thanked the Village for allowing staff to attend.

Dr. Mockus said Mayor Layton sent out a request to see if anyone is interested in attending the April 3rd Emergency Regional Housing Coalition Advocacy and Partnership Task Force meeting, and the Licking County Area Transportation Study (LCATS) Focus on Fatalities meeting on April 27th. She said she will not be in town for that meeting and is interested in hearing what is shared.

Dr. Mockus said she attended one of the Lakewood Strategic Planning meetings, and Mayor Layton and Councilmember Stoner will be attending the next meeting.

Dr. Mockus thanked Mrs. Morgan for following up with the Army Corps of Engineers.

Dr. Mockus said food trucks were mentioned in a recent Planning & Zoning Meeting. She said at this time, there is no required permitting policy and she has given permission for a coffee truck to park on her property on Saturday mornings for four consecutive weekends. There was some discussion about the health department permit process and requirements.

Dr. Mockus said she received an email from a resident about Airbnb permissions. The resident said she applied for a variance under Bed & Breakfast, and then withdrew the application and listed her property online through Airbnb. Dr. Mockus said she was not present for this discussion in Planning & Zoning and she is unaware of any Village ordinances regarding this topic. Mrs. Morgan said she contacted Attorney Mosher as the Village has had residents complain with pictures and documentation. She said Mr. Mosher responded and said this is a violation of the Village's code. Mr. Mosher said the resident cancelled her application for conditional use and never applied for anything else, and she still has to pay her expenses for the conditional use. Mr. Mosher advised the Village let her know she is breaking code and that she needed to cease operations of the Airbnb. Mrs. Morgan sent her this information and she responded with an article that said legislation is being passed that communities cannot police Airbnbs. However, the email did state the legislation has not been passed at this time, and Attorney Mosher said she is still in violation.

Mrs. Porter said she was not in favor of Airbnbs and she thought this was all a done deal. Mrs. Morgan said until any legislation is passed that says communities cannot police Airbnbs, the resident needs to cease operation.

Dr. Mockus said we need to have a proactive stance on Airbnb. She said she would like to allow it if it is owner occupied. There was some discussion about issues and pros/cons, types, regulation and taxes of Airbnbs. Mr. Untied suggested discussing the issue further with Mr. Mosher, as he knows there are other communities who have already passed legislation and the Village can prepare its own legislation and see what happens with the State.

Mr. Rose said has been no action on the legislation in the House in almost a year so limitation at the state level may have died. Mrs. Morgan said the Village pursued looking into the issue because the residents complained. Councilmembers agreed a standard for the Village should be developed. Dr. Mockus said she feels this is an opportunity for people to try out Hebron and she does not want to lose sight of that. Mayor Layton said we will send the issue back to Planning & Zoning to develop a set of standards.

Dr. Mockus said a Chair could not be secured for the 2023 Annual Pie Fest so the event has been cancelled this year. She asked Mrs. Morgan for her recommendation on the \$7000 that was earmarked for the contribution to the Pie Fest. She said the funds could be moved to a different line item via legislation, if Council chooses. Dr. Mockus said a resident asked about the condition of some of the park facilities and she asked if Council might be interested in moving the Pie Fest allocation to Parks and Recreation. Mrs. Morgan suggested amending the current proposed legislation if that's what Council wants to do.

Dr. Mockus suggested discussing the issue further at the Combined Council Committees Meeting.

Mrs. Porter said it seems the Village fixes something that is damaged at the Parks and then it gets damaged again, yet we get no revenue from the parks so there is no real incentive to fix things again and again.

Dr. Mockus said she heard it has been at least 20 years since the women's softball restroom has been renovated. Mr. Nauer said that information is not correct. Dr. Mockus said she was told there are multiple lights out at Canal Park and games have to be rescheduled because it is too dark to play. Mrs. Morgan said Mr. Ward went to Canal Park last night and took video and found that every light pole is working. There are a few bulbs out on some of the poles but the fields stay very well-lit and functional, so the immediate need is not there. She added some lights have been replaced so it has not gone unrepaired. Mayor Layton recommended these issues be discussed with Mr. Ward, as he is the Public Works Superintendent. He said Mr. Ward is taking good care of the parks. Mayor Layton said the Village talked to the softball league about applying for funds from AEP, as they would qualify for funds before the Village would. Mayor Layton said there was rumor that the Village took money away from the baseball budget to fix the walking path, but that is incorrect. He said the Village is currently obtaining quotes for the repairs. Mrs. Morgan said there was also rumor that the Village asked the leagues to fund the resurfacing of the walking path, but that was never stated. It was only said that the Village will pay for it. Mayor Layton said the Village provides the use of the park and maintains it free of charge. Mrs. Morgan said during the Covid-19 pandemic, touchless receptacles were installed at the parks. She said the Village spent much money purchasing and supplying restroom supplies to leagues over the years, and this year, we felt it was not an unreasonable request to have the leagues take care of their own supplies. The Village provided information about its supplier who is willing to honor the Village's pricing.

Mr. Untied said there are a few items for discussion at Planning & Zoning: Pocket Parks in development, stubbing the roadways and Airbnbs.

Dr. Mockus asked about disallowing cul-de-sacs to help keep people from cutting through yards. Mr. Untied said that would fall under the consideration of the Planning & Zoning Board.

MAYOR'S REPORT

Mayor Layton said there have been a lot of meetings lately. He said there used to be 1-2 companies a month wanting to come into Licking County, but there has been a lot of interest lately.

REVIEW OF EXPENSES

Councilmembers acknowledged review of the list of expenditures. There were no questions or concerns about the expenses.

MEETING/EVENT SCHEDULE

- March 15, 2023-6pm, Combined Council Committees Meeting, Council Chambers
- March 22, 2023-6pm, Council Meeting, Council Chambers
- April 3, 2023-6:30pm, Planning & Zoning Meeting, Council Chambers
- April 7, 2023-CLOSED for Good Friday
- April 12, 2023-6pm, Council Meeting, Council Chambers
- April 19, 2023-6pm, Combined Council Committees Meeting, Council Chambers
- April 26, 2023-6pm, Council Meeting, Council Chambers

ADJOURN

Mr. Wolf moved to adjourn the meeting at 7:16pm, seconded by Dr. Mockus. A roll call vote was taken with all councilmembers present voting in favor.

_____(on file)_____
James Layton, Mayor

Attest:

_____(on file)_____
Deborah Morgan, Village Fiscal Officer