

**VILLAGE OF HEBRON
COUNCIL MEETING MINUTES
April 13, 2022
6:00 p.m.**

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, Paige Seymour, Kenney Nauer, Annelle Porter, and Rich Moore.

Others in attendance: Mayor James Layton, Village Administrator John Trujillo, Village Solicitor Wesley K. Untied, Village Fiscal Officer Deborah Morgan, Tax Administrator Mindy Kester, Community Development/Stormwater Coordinator Linda Nicodemus, and Clerk of Council/Administrative Assistant Christina Furbee.

Visitors: Randy Wolf, Criss & Joyce Nadolson, Andrea Chapman, Jarod Rose

Remote Visitors: Patty Costello

ACKNOWLEDGE VISITORS

Criss Nadolson, 3480 National Road SE, Hebron said Ordinance 03-22 is being presented tonight. He asked Council to Consider passing the legislation as an emergency in order to get it done. Mrs. Nicodemus said this legislation is the start of the annexation process, which includes a total of five pieces of legislation. Mayor Layton said a portion of the Nadolson property sold as part of a development the Village is interested in. Mr. Nadolson said a warehouse is trying to lease buildings off of Arrowhead Drive, but part of that process is buying 8 acres of the property to store lumber and for retail sales. Mrs. Nadolson added that this venture could create jobs for up to 250 employees.

ORDINANCE 03-22- AN ORDINANCE WHEREBY THE VILLAGE OF HEBRON AGREES TO ASSUME MAINTENANCE RESPONSIBILITY FOR U.S. ROUTE 40 OTHERWISE KNOWN AS NATIONAL ROAD ADJACENT TO THE AREAS PROPOSED TO BE ANNEXED WITHIN THE BOUNDARIES OF THE VILLAGE BY LESLIE S. JOHNSON AGENT, AND THE PROPERTIES OWNED BY CRISS J. AND JOYCE LEE NADOLSON-First Reading

Mrs. Seymour moved to suspend the readings of Ordinance 03-22, second by Mr. Moore. A roll call vote was taken with all Councilmembers present voting in favor.

Mr. Moore moved to adopt Ordinance 03-22 as presented, second by Mrs. Porter. Dr. Mockus asked what road this ordinance refers to. Mayor Layton said this is regarding 300 feet of Main Street. He noted Main Street will still remain a state route. A roll call vote was taken with all Councilmembers present voting in favor.

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.

DEPARTMENT HEAD REPORT- Tax Administrator

Tax Administrator Mindy Kester presented her monthly report and said the Village has had a great start to the year. She said April 2021 revenues were very high, as most were estimated tax payments. She said April revenue this year may not be as high; though it is a very busy tax season for registering remote/hybrid employees and some employees filing for a refund for 2021. Mrs. Kester said the office will be closed on April 15th for Good Friday but will remain open for taxes only. The filing deadline is April 18th this year, but as it is typically the 15th, she wants to remain open for Hebron residents.

Village Fiscal Officer

Village Fiscal Officer Deborah Morgan said Hebron Police Officer Logan Nethers informed he is being deployed on May 13th for at least a year. Mrs. Morgan said as a public employee, Mr. Nethers is entitled to 408 hours of paid military leave per year. Mrs. Morgan said he currently

has 352 hours available for this year that will be paid out when he is deployed. She noted these hours are pensionable. Mrs. Morgan said after those hours have been utilized, the Village would either pay his gross monthly salary or the difference of his gross monthly salary from his military gross monthly salary; whichever is less and no less than \$500. She added that his benefits, position and pay would be maintained, including any employee raises that are granted. Mrs. Morgan said Council does have the option to pay 100% of his monthly salary after his 352 hours. Dr. Mockus asked if the Village has had prior experience with this. Mrs. Morgan said the employee was a part time employee who was deployed for less than a year. Mrs. Seymour suggested checking with Chief Brooks to see if he will want to hire someone temporarily during this Officer's deployment.

Mrs. Morgan noted that the 352 hours are pensionable once they have been completed; however, if Council chooses to pay the difference between his gross monthly salary and his military gross monthly salary, that would not be pensionable; he would be considered taking a break in service. She said when the Officer returns from duty, he can apply to have that pension granted back to him and if they grant that credit, the Village is required to pay that pensionable amount to him. Mayor Layton said he will discuss the situation with Chief Brooks. Mrs. Seymour asked Mrs. Morgan if she could get a rough estimate for the amount of pension funds. Mrs. Morgan said she will put something together.

Mrs. Morgan said the appropriation amendment ordinance on tonight's agenda includes an additional \$10,000 for water. She said Council previously discussed appropriating \$170,000 for water, but she added the \$10,000 because of new fees and expenses.

Mrs. Morgan said she wanted to speak to Mr. Clifford Mason's comments made during the April 13, 2022 Special Council Meeting. She said though she understands the passion for keeping the Fire Department in the Village of Hebron, the ramifications of trying to fund the Fire Department, even with Union Township. Mrs. Morgan said Mr. Mason is correct in stating that the Police Department is paid out of the General Fund. However, the Library, streets, and parks are paid out of the General Fund as well, and if the Fire Department were to be funded from that account, the funds for those departments would be lowered considerably and they do not have another funding source, or District, to assist. Mrs. Morgan said from a financial standpoint, joining the West Licking Fire District would be the best option for the Refugee-Canyon Joint Fire District.

APPROVAL OF MINUTES

March 23, 2022-Council Meeting

Mrs. Porter moved to approve the March 23, 2022 Council Meeting minutes as presented, second by Dr. Mockus.

A roll call vote was taken with all Councilmembers present voting in favor, except Mrs. Seymour who abstained

March 15, 2022- Special Council Meeting

Mrs. Seymour moved to approve the March 15, 2022 Special Council Meeting minutes as presented, second by Mrs. Stoner. A roll call vote was taken with all Councilmembers present voting in favor.

VISITOR COMMENTS

None

LEGISLATION

RESOLUTION 22-02- A RESOLUTION IN SUPPORT OF THE UPDATE OF THE COSHOCTON FAIRFIELD LICKING PERRY SOLID WASTE DISTRICT MANAGEMENT PLAN -Second Reading

Mayor Layton read the title of this legislation and said it will be held for a second reading.

RESOLUTION 22-03- A RESOLUTION AUTHORIZING THE MAYOR/ADMINISTRATOR TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA) AGREEMENT ON BEHALF OF THE VILLAGE OF HEBRON FOR PLANNING, DESIGN, AND/OR CONSTRUCTION OF WATER FACILITIES; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN, AND DECLARE AN EMERGENCY-First Reading

Mayor Layton said this legislation is presented as an emergency and asked Council to consider suspending the readings as this is a requirement for before the zero-interest EPA loan can be addressed. He said the Village will also have to design a well water protection program as part of

this process. Mayor Layton said once Council approves this legislation, he will enter into an agreement and won't sign for the loan until everything is in place.

Dr. Mockus moved to suspend the readings of Resolution 22-03, second by Mr. Nauer. A roll call vote was taken with all Councilmembers present voting in favor.

Dr. Mockus moved to adopt Resolution 22-03 as presented, second by Mrs. Seymour. A roll call vote was taken with all Councilmembers present voting in favor.

RESOLUTION 22-04- ACCEPTANCE AND AUTHORIZATION FOR A MAINTENANCE AGREEMENT WITH THE HEBRON WORKFORCE HOUSING ALLIANCE L.P. AND ANY EASEMENTS RELATED THERETO-First Reading

Mrs. Nicodemus said relative to the stormwater line for the Hope Drive project, a grant funding project, it was found that if a change was made to the way the stormwater was going in and attached to the outfall of Hopewell Cottages, service to the area would not need to be cut off again. She said the property owner has agreed to grant a permanent easement for this purpose.

Mr. Nauer asked if the stormwater would go into the detention pond. Mrs. Nicodemus said it will not run into the detention pond. She said the lines will be connected about 10 feet away from the detention pond so that nothing else needs to be disturbed.

Mr. Moore moved to suspend the readings of Resolution 22-04, second by Mrs. Porter. A roll call vote was taken with all Councilmembers present voting in favor.

Mrs. Porter moved to adopt Resolution 22-04 as presented, second by Mrs. Stoner. A roll call vote was taken with all Councilmembers present voting in favor.

ORDINANCE 02-22- AN ORDINANCE TO AMEND ORDINANCE 21-21 TO PROVIDE FOR ADJUSTMENTS OF THE ANNUAL APPROPRIATIONS FOR THE FISCAL YEAR ENDING DECEMBER 31, 2022 AND DECLARING AN EMERGENCY-First Reading

Dr. Mockus moved to suspend the readings of Ordinance 02-22, second by Mrs. Seymour. A roll call vote was taken with all Councilmembers present voting in favor.

Dr. Mockus moved to adopt Ordinance 02-22 as presented, second by Mr. Nauer. A roll call vote was taken with all Councilmembers present voting in favor.

COUNCIL ACTION ITEMS

March 2022 Bank Reconciliation

Mr. Nauer moved to acknowledge receipt, review and approval of the March 2022 Bank Reconciliation as presented by the Village Fiscal Officer, second by Mrs. Stoner. A roll call vote was taken with all Councilmembers present voting in favor.

Open Laborer Positions-Public Works, Water, Water Reclamation

Mr. Trujillo said positions were already created and the money to pay those positions has already been appropriated. Mrs. Morgan said the attachment to the pay ordinance lists the open laborer positions and pay; however, the positions have never been filled. She said during the budget meetings, the Finance Committee stated their preference was to discuss filling the positions before hiring.

Mrs. Porter asked if one of these positions is to replace an employee in the Public Works Department who is leaving. Mr. Trujillo said the person leaving is an Operator I. He said both an Operator I and a General Laborer position need to be filled in that Department. Mayor Layton said there are two other General Laborer positions to be filled in Water and Water Reclamation as well.

Mrs. Seymour asked if this includes seasonal workers. Mayor Layton said this is not for seasonal work. Mr. Trujillo said Scott Beckett will return to do seasonal mowing for the Water Department and the Village will need two more seasonal workers for the other two departments.

Dr. Mockus said if it would be hard to explain to a Village resident why all three departments need to go up in staffing at the same time. Mayor Layton said the departments have been requesting help for some time. He said there has been a lot going on with new builds and businesses.

Mr. Nauer asked if the new hires will be able to go to school to build their skills. Mr. Trujillo said they will have the opportunity to do so.

Mr. Moore said he sees no reason not to hire for the Water and Water Reclamation Departments. He said he feels they should have been hired a year ago.

Mrs. Porter said she was amazed to see how much our small crews have been able to accomplish. Mr. Trujillo said the feedback from the Department Superintendents was that it is tough for their Operators to maintain their workload with having to mow and perform duties that could be done by a General Laborer. There was some discussion about the need to fill the positions. Mrs. Stoner asked if these positions could be part-time positions that move into full-time. Mayor Layton said the seasonal positions will be part-time, but it will be tough to hire people who only want to come in for a small number of hours each week, long term.

Dr. Mockus said the order in which this happened is unfortunate, as the positions were posted before they came before Council.

Mrs. Seymour moved to open one new full-time General Laborer position for each of the Water, Water Reclamation and Public Works Departments, second by Mr. Moore. A roll call vote was taken with all Councilmembers present voting in favor. Mrs. Morgan said she will need a letter for each new hire stating their rate of pay.

Well #7 project

Mr. Trujillo said we need a motion to have the Village Solicitor draw up legislation, as V3 submitted pricing for the design of Well #7 and for a source water protection plan.

Mr. Brian Cohan of V3 Companies, LLC said the source water assessment plan was last updated in 1999. He said one of Hebron's most valuable resources is ground water, and if it becomes contaminated in any way, it could cost millions of dollars to correct the issues. He said the EPA has mandated that the Village put a source water protection plan into action. He said updating this document would be the first step, and then putting it into practice would be the second aspect.

There was some discussion about existing wells and the need for Well #7. Mr. Trujillo said Well #7 fell under this year on Water Superintendent Jason Figgins' 5-year Capital Improvement Plan.

Mr. Nauer moved to direct the Village Solicitor to draft legislation to approve entering into contract with V3 Companies for the design of Well #7 and the development of a wellfield source water protection plan, second by Mr. Moore. A roll call vote was taken with all Councilmembers present voting in favor.

Mrs. Seymour said she would like to have received this sooner. Mrs. Stoner said the letter from V3 Companies was dated April 1st. Mr. Trujillo said the EPA originally asked if the Village had plans for this on the horizon, and they are saying we now need to look at having this under contract.

ADMINISTRATOR'S REPORT

Village Administrator John Trujillo presented his report and said he met with Brain Coghlan, Linda Nicodemus and Village Departments to discuss the right-of-way process in the Village. He said we have a very limited process: the companies pay \$25 and are able to get a permit. He said recently, when a fiber optic company came through installing lines, there were many issues that needed to be fixed. He said the Village is looking at addressing a new process that will answer the question about how much we should charge for plans review, insurance, etc. Mr. Trujillo said we are looking to update our process with Zoning Attorney David Mosher. Mrs. Nicodemus said the updated process will be brought to a Combined Council Committees Meeting for Council to review. Mayor Layton said we have an old program and need to put teeth into it.

Mr. Trujillo said his report included old information—the Allied Tube site development request has already been approved by the Planning & Zoning Board.

Mr. Trujillo said bi-monthly meetings with Department Heads is helping communication about projects, processes, etc. Mrs. Morgan said it would be helpful to be included in these meetings. Mr. Trujillo said he will forward her the meeting times.

Mr. Trujillo said Public Works has had a busy schedule. He said they have found a new vendor for cold mix. Mr. Trujillo said we were using a vendor that was 45 minutes away and they were charging \$155/ton. We are now paying \$71/ton and the vendor is located 15 minutes away.

COUNCILMEMBER'S REPORTS

Mr. Moore said there is a Fire Board meeting tomorrow. Mr. Wolf said Jeff Sharp got ahold of the Fire Chief of Granville Township and they were submitting what they believe the proposed cost should be for Fire coverage for the North end of Union Township. Mayor Layton said Mr.

Sharp went to Granville Township and asked them if they would cover that area because Refugee-Canyon Joint Fire District was closing their satellite station and they said they would cover at no cost until April 15th and they are drawing up a proposal for services after that date.

Mrs. Stoner thanked Dr. Mockus, Mayor Layton, Mr. Nauer, Mr. Moore and Mr. Wolf for their time and work on putting together Fire District options.

Dr. Mockus echoed Mrs. Stoner's sentiment. She said a tremendous amount of work has been done, and encouraged all to take heart and remember it's way bigger than us. Dr. Mockus said she hopes to negotiate in good faith and take the high road where we can. Mr. Nauer agreed.

Mrs. Seymour thanked Mr. Trujillo for his help with her concern and having a new baby swing installed at Canal Park. Mr. Trujillo said Public Works did that work.

Mrs. Seymour said she is also thankful for Fire Services discussion. She said everyone would love to have Hebron Fire Services, and maybe we will be able to in the future.

Mrs. Porter asked when pothole filling will commence. Mayor Layton said it already has. He said Licking County is impressed with the new product. She said a portion of Enterprise drive is bad. Mayor Layton said that is part of an upcoming project. Mrs. Porter said the area of Enterprise where trucks enter from the North needs to be widened. Mayor Layton said the area where concrete was added has held up well. He said he plans to discuss this with ODOT. He said there are other areas that need to be addressed as well.

MAYORS REPORT

Mayor Layton said we made a huge amount of progress tonight and we are in a position to do what we need to do. He said we need to take a step back, look at all of the options and do what's best for the Village of Hebron.

Mrs. Porter asked if we have funds to do a levy if we need to. Mayor Layton said if we go with West Licking Fire District, they will promote the levy and we won't have to, but we would have a person on their board.

Mrs. Furbee reminded everyone of the upcoming Clean-Up Day and Chipper Day.

REVIEW OF EXPENSES

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

VISITOR COMMENTS

Andrea Chapman asked about two drains on Main Street. Mrs. Nicodemus said she gave the information to CJ and he will work on it.

MEETING/EVENT SCHEDULE

April 15, 2022-CLOSED for Good Friday (**Open for Taxes only**)

April 19, 2022-6pm, South Licking Watershed Conservancy District Meeting, Council Chambers

April 20, 2022-6pm, Combined Council Committees Meeting, Council Chambers

April 27, 2022-6pm, Council Meeting, Council Chambers

May 2, 2022-6:30pm, Planning & Zoning Meeting, Council Chambers

May 11, 2022-6pm, Council Meeting, Council Chambers

May 14, 2022-8am-12pm, **Village Clean-Up**, Village of Hebron

May 17, 2022-**Chipper Day**, Village of Hebron

May 18, 2022-6pm, Combined Council Committees Meeting, Council Chambers

ADJOURN

Mrs. Seymour moved to adjourn the meeting at 7:28pm, second by Dr. Mockus. A roll call vote was taken with all Councilmembers present voting in favor.

James Layton, Mayor

Attest:

Deborah Morgan, Village Fiscal Officer