

**VILLAGE OF HEBRON
COUNCIL MEETING MINUTES
December 14, 2022
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, Randy Wolf. Mayor Layton said Councilmember Paige Seymour was excused from this meeting.

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

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.

DEPARTMENT HEAD REPORT-Community Development

Community Development Assistant Bonnie Miller provided the monthly Community Development report. Mrs. Morgan said Mrs. Miller is working hard and doing very well with the additional zoning duties in the absence of a Community Development Coordinator. Mayor Layton said there are a lot of issues and the zoning department has been busy. He said Mrs. Miller has been handling things well, and everything is running smoothly.

Mrs. Miller said there were three properties that received approved permits but were not included in the report. She said there are many zoning requests that come to the Village, for various needs.

Dr. Mockus asked for an update regarding a sidewalk variance request on Cumberland Street. Mayor Layton said the Planning & Zoning Board is reviewing the request and a Public Hearing is scheduled for January 4th, when a decision will be made. He said he sent the request back to the Planning & Zoning Board to be sure the Village is doing the right thing. There was some discussion about zoning regulations, options, and possibly setting precedents for new homeowners in the future.

Mrs. Stoner asked about a dumpster gate at 101 Canal Road. Said she thinks it has been installed. Mrs. Miller said it needs to be inspected. Mayor Layton said there was some concern about being in a floodway, and the Village engineering company is looking into that.

APPROVAL OF MINUTES

November 23, 2022 Council Meeting

Dr. Mockus moved to approve the November 23, 2022 Council Meeting minutes as presented, seconded by Mrs. Stoner. A roll call vote was taken with all Councilmembers present voting in favor.

VISITOR COMMENTS

None

LEGISLATION

ORDINANCE 27-22 - AN ORDINANCE TO AMEND A SECTION OF THE CODIFIED ORDINANCES OF THE VILLAGE OF HEBRON, OHIO TITLED GENERAL SEWER USE REQUIREMENTS PURSUANT TO 933.02 AND DECLARING AN EMERGENCY-**Third Reading**

Mr. Wolf moved to adopt Ordinance 27-22 as presented, seconded by Mrs. Porter. A roll call vote was taken with all councilmembers present voting in favor.

ORDINANCE 28-22- AN ORDINANCE TO AUTHORIZE THE EMPLOYMENT AND APPOINTMENT OF LEGAL COUNSEL FOR THE VILLAGE OF HEBRON-**Second Reading**

ORDINANCE 29-22- AN ORDINANCE AUTHORIZING THE MAYOR AND Fiscal Officer TO ENTER INTO A CONTRACT WITH V3 COMPANIES LTD, WITHOUT ADVERTISING, FOR CERTAIN PROFESSIONAL ENGINEERING CONSULTING SERVICES FOR THE VILLAGE OF HEBRON, SPECIFICALLY, THE ROADWAY AND STORM WATER COLLECTION SYSTEM, WATER RECLAMATION UTILITY, AND WATER UTILITY ENGINEERING-**Second Reading**

ORDINANCE 30-22- AN ORDINANCE TO PERMIT AN INCREASE IN THE CURRENT PAY RATE BY 3% FOR ALL EMPLOYEES OF THE VILLAGE OF HEBRON, TO AMEND CONTRARY AND INCONSISTENT ORDINANCES BY REPEALING AND AMENDING PARTS THEREOF-**Second Reading**

Mrs. Porter asked if there is enough time to implement this change if the legislation is held for a third reading. Mrs. Morgan confirmed that is correct.

RESOLUTION 22-16- A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO AN AGREEMENT WITH THE LICKING COUNTY BOARD OF COMMISSIONERS FOR INDIGENT DEFENSE SERVICES IN THE MUNICIPAL COURT FOR THE VILLAGE OF HEBRON, LICKING COUNTY, OHIO-**Second Reading**

COUNCIL ACTION ITEMS

November 2022 Bank Reconciliation

Mrs. Stoner moved to acknowledge receipt and review of the November 2022 Bank Reconciliation, seconded by Dr. Mockus. A roll call vote was taken with all Councilmembers present voting in favor.

Neighborhood Strategies Service Contract

Mayor Layton said Jim Lenner sent a proposal for services and it was forwarded to Council.

Mrs. Porter moved to authorize the Village Solicitor to draft legislation to enter into contract with Neighborhood Strategies, seconded by Mr. Wolf. A roll call vote was taken with all councilmembers present voting in favor.

Spires Rezoning Request

Mrs. Morgan said a recommendation from the Planning & Zoning Board is being presented to Council tonight regarding a zoning amendment request. The applicant seeks to amend from Manufacturing 1 (M-1) and Residential 4-Zero Lot Line (R-4) to Residential 5 (R-5) Multifamily zoning; and a Public Hearing must be set. She said to meet the guidelines of the Ohio Revised Code, it is recommended that the Public Hearing be set for January 25, 2023, concurrent with the second Council meeting in January, assuming Council will keep the current meeting schedule in 2023.

Mr. Wolf moved to schedule a Public Hearing on January 25, 2023 at 5:30pm to consider a Planning & Zoning recommendation regarding a zoning amendment request from Spires Development, seconded by Mrs. Stoner. A roll call vote was taken with all Councilmembers present voting in favor.

Kessler Rezoning Request

Mayor Layton said this recommendation from the Planning & Zoning Board for a request to amend a property from Conservation District 1 (C-1) zoning to Manufacturing 1 (M-1) zoning, would fall on the same schedule for a Public Hearing as the Spires Development request.

Mrs. Stoner moved to schedule a Public Hearing on January 25, 2023 at 5:30pm to consider a Planning & Zoning recommendation regarding a zoning amendment request from Kessler Sign Company, seconded by Mrs. Porter. A roll call vote was taken with all Councilmembers present voting in favor.

Set date & time for 2023 Organizational Meeting

Mayor Layton said he will send out a draft of committees design for 2023, based off of the information he has received from Council.

Mrs. Stoner moved to schedule the Village of Hebron annual Organizational Meeting on January 11, 2023 at 5:30pm, seconded by Mr. Wolf. A roll call vote was taken with all Councilmembers present voting in favor.

ADMINISTRATOR'S REPORT

Mayor Layton said he is very thankful for Mrs. Morgan's work, as she is doing a wonderful job as Interim Village Administrator.

Village Fiscal Officer/Interim Administrator Deborah Morgan said Santa's visit in Hebron was successful. She thanked Harry & David and McDonald's for providing treats and hot cocoa. She also thanked Mr. Ward and the Public Works staff for their hard work with the event, along with Public Works Operator Jason Smith's son, who was also very helpful.

Mrs. Morgan said she recently attended Public Records training and renewed her certification.

Mrs. Morgan said the Municipal Building lobby and Police Department floors were stripped and waxed, and Mr. Ward will be replacing soap dispensers in the bathrooms.

She said the entrance and exit doors to the Municipal building are in bad shape and Mr. Ward is getting estimates to make repairs, and to replace one door.

Mrs. Morgan said she requested Mr. Ward have a landscape company look at the Municipal building grounds. She said this information will be shared at a meeting in January.

Mrs. Morgan said V3 Companies met with Village representatives to discuss the BRIC funding application and there was previous discussion about the Village qualifying for the 90/10 split. She said she is happy to report the Village has qualified for the 10% cost share.

Mrs. Morgan said she is starting year-end fiscal work. She said the Licking County Groundhog breakfast will be held on February 3rd and she plans to order a table. She asked anyone who is interested in attending to let her know.

Mrs. Morgan said Clerk of Council/Administrative Assistant Christina Furbee helped with placing the ad for the open Community Development Coordinator position in numerous areas. She said to date, the Village has received 10 applications for this position.

Mrs. Morgan said the variance for the sidewalk issue on Cumberland public hearing was held and the decision will be January 4th, as planning and zoning has scheduled a meeting for that evening.

She said two Public Hearings have now been scheduled for Planning & Zoning requests. Attorney David Mosher is coming tomorrow and she plans to discuss adding a step to the site plan development process, to include a pre-application which will allow time to review the initial design plan; among other things she would like to discuss.

Mrs. Morgan said the open Operator 1 position for the Public Works department has been advertised and so far, eighteen applications have been received.

She said Mr. Ward met with an arborist about trees on W. North Street and received their recommendation to have all of the trees removed, as all five trees have trunk decay and as a result, the tops are weak. She said the risk of failure for the trees cannot be eliminated even with pruning. Mrs. Morgan said Mr. Ward has obtained a quote to have these removed and it will be a total of \$4,500.

Mrs. Porter asked if there is any plan to replace the trees with sturdier trees. Mrs. Morgan said they will discuss options. She said she was told the stump removal is the homeowner's responsibility, but she will discuss it with Mr. Ward.

She said the Ohio Department of Transportation has placed "No Thru Truck" signage on Main Street that addresses N. High St. and the Public Works crew has placed "Through Trucks Must Follow State Route" signage at 79 Southbound and Enterprise Drive.

Mrs. Morgan provided information on ODOT's "Paint the Plow" program and said Mr. Ward would like to do this program with the Lakewood Schools' art department. She said the students are thrilled to do this and Mr. Ward and his Department will get the plows for them to paint. She said once they are done, the thought is to display them on the downtown corner lot. She said Mr. Ward will report more on this during his department report at the first meeting in January.

She said Mr. Ward is also interested in working with the STEM program at Lakewood Schools to build book boxes that could be placed in areas throughout Hebron, such as the corner lot, Canal park, etc. He is waiting to hear back from the STEM program before moving forward with that.

Mrs. Morgan said continued work is being done on Hamilton Avenue drainage. Zemba Bros. is televising the drain pipes; more specifically the Warden and Hamilton Catch Basin, as this is the area that floods. She said there are more drains coming into the discharge line than anticipated and there is another storm line that is completely clogged, which is what they want to replace. She said they replaced 60 feet of storm tile on Hamilton Avenue that was completely blocked.

Mrs. Morgan said concrete work on the aprons at the entrance and exit of the Municipal Building is scheduled to start on Friday. Mrs. Porter said Refugee Road and Canyon Road are getting bad too.

Mrs. Morgan said there are a few areas that were found in the televising of the sewer lines that need to be re-cleaned. There is a short portion of the line by the Water Reclamation Facility that is hard to televise and clean due to the high flows coming into the plant, and they will be working on that area. She said the operator informed that the televising is 65 to 70% complete. They stated that it could possibly take up to 4 weeks to finish but more than likely it will be done in less than 4 weeks.

Mrs. Morgan said Mr. Figgins has been continuing his assistance in the Utility Billing restructure and his work has been invaluable. She said there are still a few accounts with some issues to work out but we are headed in the right direction. She noted the current health of the utility billing system is at 99%.

Mrs. Morgan said prices for Brosius, Johnson and Griggs are not increasing. She asked if Council is interested in continuing with a contract with them.

Mrs. Porter moved to direct the Village Solicitor to draft legislation to continue a contract with Brosius, Johnson and Griggs, second by Mr. Nauer. A roll call vote was taken with all councilmembers present voting in favor.

Mrs. Morgan said workplace training is being scheduled for employees and elected officials.

COUNCILMEMBER'S REPORTS

Mrs. Stoner said the Christmas lights throughout the Village look wonderful. She said she would like to thank Public Works Superintendent Cliff Ward for refurbishing them. Mayor Layton said the cost to refurbish all of the pole decorations was less than the cost of purchasing one new decoration. He said Mr. Ward did a great job.

Mrs. Stoner asked if there is any new information about an SUV that drove through a yard at Lake Forest. Mayor Layton said he has not heard any new information.

Mr. Wolf said a meeting is scheduled with the West Licking Fire District tomorrow. He asked about transferring titles for certain vehicles to the West Licking Fire District. Mrs. Morgan said the contract says the Village will retain ownership of the vehicles, but Council could take action to transfer the titles if the West Licking Fire District wants to get rid of a vehicle. Mr. Wolf said he has the title to an ATV that belonged to the Refugee-Canyon Joint Fire District. There was some discussion about vehicle options and needs. Mr. Wolf said he will talk to the West Licking Fire District tomorrow night. This item will be placed on the next Council Meeting Agenda for Council Action.

Mr. Wolf asked about the status of the Police Department flock cameras, as there was a conflict with the state rights-of-way. Mayor Layton said there is no advantage to having the cameras if we can't put them in the ODOT rights-of-way. Mr. Wolf said we could place them in our own rights-of-ways. Mayor Layton said maybe we should give it some time and see what happens, as there are other areas that are fighting for the same thing.

Mr. Wolf asked if the Police Department carries Narcan in their vehicles. Mayor Layton said he knows it is carried on emergency vehicles.

Mr. Nauer said a new oil well is going to be placed North of the Village. He said three that currently exist in the Village were previously approved.

MAYOR'S REPORT

Mayor Layton said he attended a Groundbreaking at Freepoint EcoSystems, who recycles plastics.

Mrs. Porter said a for sale sign at a property across from the Post Office is no longer there. She wondered if that means it sold. Mayor Layton said he is not aware of any sale.

Mrs. Porter said a curb on Newark Street has terrible holes. Mrs. Morgan said she will look into it.

REVIEW OF EXPENSES

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

MEETING/EVENT SCHEDULE

December 21, 2022 6pm, Combined Council Committees Meeting, Council Chambers

December 26, 2022-CLOSED for Christmas

December 28, 2022 6pm, Council Meeting, Council Chambers

ADJOURN

Mrs. Stoner moved to adjourn the meeting at 6:57pm, seconded by Mrs. Porter. 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