

VILLAGE OF HEBRON

COMBINED COUNCIL COMMITTEES MEETING MINUTES

March 15, 2023

6:00 pm

This meeting was held both remotely and in person.

Pledge of Allegiance

Interim Administrator Deborah Morgan asked everyone to stand for the Pledge of Allegiance.

Roll Call

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

Village representatives in attendance: Mayor James Layton, Interim Administrator/Fiscal Officer Deborah Morgan, Public Works Superintendent Cliff Ward Jr, and Clerk of Council/Administrative Assistant Christina Furbee.

Visitors: None

Others in attendance remotely: None

Acknowledge Visitors

Mrs. Morgan said there are no visitors in attendance.

Visitor Comments

None

Pending Legislation

Current legislation:

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-Second Reading****

Upcoming legislation

None

Committees:

Finance - (Dr. Valerie Mockus-Chair, Randy Wolf, Stacy Stoner)

Mrs. Morgan said she received word from the Licking County Auditor that Union Township has requested tax reparations after the Village conformed its boundaries. Mrs. Morgan said \$190,000 has been appropriated for this but the actual number is just over \$226,000, based off 2022 values. She said we will need to amend the current appropriation ordinance to make that payment when the Township invoices the Village. She confirmed this amount is payback for last year. Dr. Mockus asked if the math is available to be replicated so the Village can be more prepared in the future. Mrs. Morgan said she has that information. There was some discussion about the method to the calculations.

Economic Development-(Stacy Stoner-Chair, Randy Wolf, Paige Seymour)

Mrs. Stoner said she attended the Lakewood Core meeting with Mayor Layton. She said there were a lot of people there, and Mrs. Seymour & Dr. Mockus plan to attend the next one.

Mrs. Stoner said the next Hebron Comprehensive meeting will be held on Tuesday, March 21st. Mayor Layton said they are looking at the needs for the County.

Mayor Layton said the recent Licking County Framework meeting was last week and Dr. Mockus attended on his behalf. Dr. Mockus said she was impressed, as it was a tough conversation. She said they were very clear about what the anticipated upcoming growth means. They are going to make a map with a color-coded overlay and recommendations for Hebron. Mayor Layton said if anyone else wants to go to a meeting, please let him know.

Police Committee-(Paige Seymour-Chair, Annelle Porter, Dr. Valerie Mockus)

Mrs. Seymour said the Hebron Police Department received their new police cruiser. She said Chief Brooks sent out an email asking Council to provide him with any questions or concerns prior to Council Meetings so that he can have time to prepare the best answers.

Mr. Wolf said Flock cameras in another area helped authorities locate a man who shot two people. He said he feels Hebron can't get their cameras in quickly enough. Mrs. Morgan said Chief Brooks is actively working to get the Ohio Department of Transportation's approval for Flock cameras in Hebron.

Chief Brooks said the profile picture on the Hebron Police Department's Facebook page was changed to the new police badge. He said there was some concern noted on Facebook about the badge no longer including the Hebron Crossroads. He shared the new badge, and the old badge, with all present at this meeting and said the Hebron Police Department badge has never changed and never had the crossroads logo on it. Mayor Layton said he and Chief Brooks will discuss a Facebook response to the concern.

Water, Wastewater Committee -(Kenney Nauer-Chair, Annelle Porter, Paige Seymour)

N/A

Parks, Recreation, Public Works Committee-(Annelle Porter-Chair, Kenney Nauer, Dr. Valerie Mockus)

Parks Discussion/ Municipal Grounds discussion

Mrs. Morgan said Public Works Superintendent Cliff (CJ) Ward Jr. has been working hard to get information and quotes to share with Council about proposed work to be done at the Hebron Municipal Building and at the parks.

Mr. Ward said the subject of updates at Canal Park was mentioned at a previous meeting. He said he and Dr. Mockus went to the parks to look at the issues. He said the bleachers and lights were found to be the biggest issues and are able to be fixed. Mr. Ward said the backs of four of the eight bleachers at Canal Park have no fencing at the top, so those bleachers will be removed. The other four sets of bleachers have top fencing but are not up to code. Mr. Ward said the cost to get the needed supplies to fix the bleachers that are halfway compliant and replace a set of bleachers will be about \$5,000. He said the President of the Softball league said most of the parents bring chairs and sit along the fence line. Mrs. Morgan said financially the cost to repair and replace bleachers comes to a total of about \$10,500. She said Council could opt to redirect the \$7,000 Pie Fest money to the parks and then use the existing appropriations that we have to cover this cost. Dr. Mockus asked if it would be sufficient to replace four sets of bleachers over the next four years. Mr. Ward said that would be sufficient.

Mrs. Morgan said the lighting at Canal Park is sufficient but there are three lights out on each of two light bars. Mrs. Morgan said the \$8,210 cost to replace the lights is feasible. Mr. Ward said the new lights would be LED lights. Dr. Mockus asked if sporadic replacement of LED lights would suffice. Mr. Ward the lights could be replaced one or two at a time, sporadically. Mayor Layton said the goal would be to aim the new lights in a manner that provides the most effect. Mr. Wolf suggested setting up a replacement schedule for the lights. Mr. Nauer also suggested checking poles as lights are replaced, to make sure they are solid. Mrs. Morgan said the Village will move forward with making those replacements.

Mr. Ward said he obtained a quote from V3 Companies, Ltd for \$108,000 to mill and pave the walking path at Evans Park. He said the total cost to pave all parking lots and paving surfaces in Evans Park would be \$377,000. Mrs. Morgan said Mr. Ward recommends milling and filling the walking path and paving the baseball field parking lot for a total of \$268,000. She discussed funding options, including using existing American Rescue Plan Act (ARPA) funds or reappropriating money that was allocated for the purchase of a property, which will most likely not happen now.

Dr. Mockus said the Village should have more information soon and any decision will need to be coordinated with the leagues. She said she would be interested in talking about the future

of these things during the next budget process as she feels this subject is very important and should be made a top priority. Dr. Mockus said she appreciates Mr. Ward's work on this. Mrs. Porter said this work would be visible, usable, ADA accessible and a good investment for the community. Mr. Nauer said another option for consideration may be to chip and seal, then pave over it next year.

Mr. Ward provided a recommendation letter from Mad Scientists Associates, LLC for support of a prairie and pollinator habitat establishment within the Village. He said wildflowers and prairie land get rid of wasted mowing space and frees up time for the Public Works Department. He suggested this for areas at Evans Park that are not utilized by youth leagues, and a large area behind the Municipal Complex. He said once established, aesthetic options such as a split level fence, picnic tables, gazebo, pergola, park benches, walking path, etc. could be added.

He said he spoke with the Librarian at the Hebron branch of the Newark Public Library and she said they no longer want their rain garden as they do not have the staff to manage it. He said Project Scientist Jenny Adkins recommended the use of a nursery. He received a quote of \$600 per acre for wildflower and prairie seed. Mrs. Morgan said the Village currently has the funds in the budget to do this project. Dr. Mockus said she loves the idea of putting in natural flowers. Mrs. Seymour asked how much work will still need to be done to the land. Mr. Ward said it would need to be maintained once or twice a year, as opposed to every week at this time. Councilmembers expressed favor for this project. This item will be added to the next Council Meeting agenda.

Mr. Ward said based on the three estimates received for sidewalk leveling at the Hebron Municipal Complex, the Village has decided to use A1 Concrete Leveling. He said they will repair along the pillars and inject a concrete slurry to make the sidewalks more even. Mrs. Morgan said the money is already appropriated so the Village will move forward with getting this fixed. Mrs. Porter asked if the pillars have been inspected. Mr. Ward said they have been inspected and it was determined that the concrete under the pillars on the Administration side of the building needs repaired and the concrete under the pillars at the Police Department needs to be replaced.

Mr. Ward said he has received two quotes for landscape redesign at the Hebron Municipal Complex and Albyn's Landscape & Nursery Center offers more for the cost. Mrs. Morgan said this work will completely transform the look of the Municipal Complex for an expense of almost \$25,000. She noted the Village appropriated funds for office space that is no longer needed and that money can be reappropriated to cover this cost. She said the parking lot, etc can be addressed in next year's budget.

Mr. Ward said the parking lot will be striped this year. Mrs. Seymour asked about the condition of arborvitae trees on the west side of the Municipal Building parking lot. Mr. Ward said the trees will need to be pulled as they are deteriorating and some are already dead. Mrs. Seymour said something is needed there to break up the wind and weather. Mr. Ward said he will inquire to see what the best options are. Mrs. Seymour asked Mr. Ward to please let her know what he finds.

Mayor Layton said Mr. Ward's work has made a significant difference in the Village. He noted the street signs that have been replaced and painting at the Municipal Building. Mr. Ward said the plan is to complete replacing signs along Main Street this year, and hopefully they will be able to do so in other areas as well. If not, the plan will be to complete at least a quadrant each year until all the signs are replaced. Mr. Ward said flowers for the downtown area will be ready for pick up a week after Mother's Day. Mrs. Morgan said Municipal Grounds landscaping will be added to the next Council Meeting agenda for Council approval.

Mr. Nauer asked about repairing lights on High Street. Mr. Ward said a photo cell is being purchased.

Personnel, Annexation, Insurance Committee-(Randy Wolf-Chair, Stacy Stoner, Kenney Nauer)

Mayor Layton said the Village will begin searching for a fulltime Administrator. He suggested hiring a company to find candidates to fill the position. Mrs. Morgan said she had considered continuing as part-time Administrator in addition to her Village Fiscal Officer position, and she looked into options to see if she and one of the Superintendents could do it as a Co-team, with the Superintendent overseeing the Water, Water Reclamation and Public Works Departments. She said they looked at all of the pros and cons and checked with the Village Solicitor, and found it would be possible; however, it is questionable whether a future Mayor would want to continue with that situation. If not, Mrs. Morgan said she could revert back to full time Village Fiscal Officer, but the Superintendent would be left with no options to stay with the Village, as his position would have been filled. She said neither she or the Superintendent want to take the risk without a contract, but the Solicitor advised a contract would not be allowed under the state statute. Mayor Layton said the Administrator position serves at the pleasure of the Mayor and can be terminate without cause. Mayor Layton said Mrs. Morgan and Water Superintendent Jason Figgins have stepped up and made the transition smooth and effective.

Mrs. Porter said she was supportive of the idea of hiring a company to search for candidates for an previous open position. She said there may be a cost, but it should also cut down on the turnover. Mrs. Morgan said one of her goals while acting as Interim Administrator was to address issues in the Community Development Department, and she feels that has been accomplished through streamlining efforts and hiring a new Assistant. She said all job descriptions have been updated, along with some policies and procedures. Positions have been realigned in the Water, Water Reclamation, and Public Works Departments, and though the Zoning Department may need some tweaking, much work has already been done. Mrs. Morgan said she and Village Solicitor Wesley Untied both recommend she be included in the interviews for a new Administrator and she will continue to serve as the Interim Administrator until that person is hired and acclimated. She said Mr. Untied has said offered for his firm to do a complete and thorough background check when a candidate is selected.

Other Items not listed

Mrs. Porter asked about the status of the Waterline West project. Mayor Layton said the Village needs to sit down and discuss it with Union Township and West Licking.

Mrs. Porter asked if the microphones in Council Chambers have been fixed. Mr. Ward said all microphones have been fixed except for one that needs to be replaced, and that microphone has been ordered.

Mrs. Porter asked when the High Street and US 40 renovation is expected to begin, as she does not want it to run into cold weather. Mrs. Morgan said their fiscal year ends at the end of June, so they can go out to bid sometime after July 1st of this year. Mayor Layton said everything is in place and we will give Mrs. Porter a copy of the schedule.

Mrs. Porter asked about the status of an application to build a long-term hotel. Mrs. Morgan said the owner needed to secure some stormwater issues. She said he did, but he's out of country for now. She believes when he returns, he will submit site plan development through Planning & Zoning. Mrs. Porter said she feels there should be a time frame in which they have to begin development after being granted a zoning change because if time lapses, the property value has increased and may be sold without the proposed new development that prompted the zoning change.

Mrs. Seymour said the minutes from the March 8, 2023 Council Meeting state she was in attendance, but she was not here. Mrs. Furbee said she will make the correction.

Mayor Layton said C-Tec is going to recognize a citizen as student of the year and they are asking for a \$25 donation from all Mayors. He said he would like to do this if Council approves. Councilmembers were in favor of the donation.

Mayor Layton said a company wants to put up a billboard. Wil come in to talk to us about it. Will have him come in and make a presentation. Mo: maybe we can link the revenue to something so residents can see what it will benefit.

Mayor Layton said the Village has received at least 10 requests for prospective new businesses in the Village.

Dr. Mockus said a coffee truck is going to be parked at the Chouse on Saturday mornings starting very soon. She said she will share the information as she knows more.

Open Discussion

None

Adjourn

Mrs. Seymour moved to adjourn the meeting at 8:05pm second by Dr. Mockus. A roll call vote was taken with all Councilmembers present voting in favor.

_____(on file)_____
Mayor James Layton

Attest:

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