

# ***VILLAGE OF HEBRON***

## COMBINED COUNCIL COMMITTEES MEETING MINUTES

March 16, 2022

6:00 pm

This meeting was held both remotely and in person.

### **Pledge of Allegiance**

Village Administrator Mr. Trujillo asked everyone to stand for the Pledge of Allegiance.

### **Roll Call**

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

Others in attendance: Mayor James Layton, Village Administrator John Trujillo, Village Fiscal Officer Deborah Morgan, Public Works Superintendent Cliff Ward, Community Development Coordinator Linda Nicodemus, and Clerk of Council/Administrative Assistant Christina Furbee.

Others in attendance remotely: None

Visitors: Jim Lenner, Rachel Rhodes, Brian Coghlan

### **Acknowledge Visitors**

Mr. Trujillo said all who are in attendance are here for businesses purposes.

### **Visitor Comments**

#### Jim Lenner-Economic Development

Jim Lenner, formerly of Neighborhood Strategies and the City of Johnstown, said in light of Intel development announcement, he has prepared a proposal to act as an Economic Development point person for the Village with outside resources as well as with Village staff to identify potential barriers to attracting jobs and businesses. He said the proposal is for 6 months. Mr. Lenner said he has done a lot of research to determine what the Intel development means for the Village of Hebron. He said some language was included in the proposal to help leverage the Water and Water Reclamation capabilities in regard to economic development. He said he is here to answer any questions Council may have about the proposal.

Mr. Lenner said he would suggest looking at downtown revitalization strategies, how to leverage existing businesses, and utilizing Water and Water Reclamation infrastructure is critical. Mr. Trujillo said master planning would be important as well, as the last revision was in 2008. There was some discussion about the impact of Intel on surrounding counties.

Dr. Mockus asked how Mr. Lenner would go about balancing Hebron's needs versus his work for other clients. Mr. Lenner said he has four clients at this time, and about ten proposals out right now. He said if two or three proposals are cemented, he will pull the others. He added since leaving Johnstown, he has found his production has increased and work time has decreased.

Councilmembers thanked Mr. Lenner for his time.

#### V3 Companies, Ltd

Rachael Rhodes, Senior Project Engineer for V3 Companies, Ltd presented information on the possible formation of a Stormwater utility to help mitigate flooding issues in the Village. She said at this time, stormwater issues are

being addressed using the General Fund. She defined terms such as watershed, stormwater runoff, and impervious areas, and discussed stormwater challenges, regulatory requirements and needs.

Brian Coghlan, Municipal Services Leader for V3 Companies, said they are working to identifying necessary projects to help manage stormwater and flooding issues in the Village. He said the Village is currently working on GIS mapping and though the drinking water, sanitary sewer and culverts are well mapped, the area yard drains, area drains and storm sewers are not well documented. Mr. Coghlan said their company did an Hydrologic & Hydraulic Analysis and a stormwater management study, and those two studies need to be married together to identify solutions. He said some of the needed projects are very costly and reliable funding such as a stormwater utility is needed. Ms. Rhodes said a stormwater utility fee is collected with the water and sewer bills and can only be used on stormwater. She provided an analysis of how to implement a stormwater utility. Ms. Rhodes said V3 evaluated residences in the Village of Hebron to determine the Equivalent Residential Unit (ERU) based on impervious area for the various types of properties. Mrs. Porter asked if soil type was considered. Mr. Trujillo said it comes down to whether the land can be mowed or not. Ms. Rhodes said the proposed fee per ERU is \$6.52 per month. Ms. Rhodes explained billing categories, sub-categories, fees, and a proposed credit program and requirements. She discussed the 5-year capital improvement plan using inflation and population factors, and how the fees generated from a stormwater utility could be allocated across the various needs for the Village.

Mrs. Porter asked if a large water retention pond has been considered. Mr. Coghlan said a retention pond has been considered and would probably be done in conjunction with a bypass channel. He said there are a combination of approaches, and the Village is looking to address the issues through the most logical approach. Mr. Coghlan said stormwater utility fees would help address issues with paving projects as well, putting in the proper curb drains, storm drains, etc. He said aside from traffic, stormwater management has become the focal point of developers. Mr. Trujillo said the Village also has stormwater regulation requirements. There was discussion about who would manage private property issues and the work impact on Village Departments. Mayor Layton said a stormwater utility would build up over time and generate money to get some things done. Mrs. Morgan said a stormwater utility would have to be approved by the Auditor and the fund would have to build up before it could be used. Mr. Coghlan said the first year of a stormwater utility will be clunky; there will be a number of audits and people wanting documentation of how their fee was determined. He said V3 has the documentation and if changes have been made, it can be adjusted accordingly.

Mr. Nauer asked whose responsibility it is to fix tile on private property when it is causing issues. Mr. Trujillo said if it is on private property, it is the responsibility of the property owner. If it is in the public right of way or an easement, the Village will take care of it. He said if it's a major issue, we would request an easement to go in and take care of it, but a lot of those issues are situational and that's why we need a master plan- to identify those areas with issues.

Mr. Lenner said he regrets not implementing a stormwater utility in Johnstown. Mrs. Nicodemus said she tells residents the Village is considering implementing a stormwater utility and she has not heard anyone say they would oppose. There was discussion about options for using the money. Mrs. Morgan said a stormwater utility would also provide a more clear report of how much money the Village is actually using. Mayor Layton said it would free up some Public Works funds to be used on streets, etc.

Mr. Trujillo said the Village should make the public aware of how the funds are being used, once we begin using the money.

Dr. Mockus asked if there is any model to help not-for-profit organizations in the community with the cost of a stormwater utility. Mayor Layton said this can be addressed in the Credit program. Mr. Coghlan said a rate can be set up for churches, nonprofits, etc. Dr. Mockus said that would be very important to her when considering her vote. Mrs. Seymour said based on feedback she received from residents, she believes most residents would support a stormwater utility.

Mayor Layton said with the large rain events that have been happening, hopefully this can mitigate the problems.

## **Pending Legislation**

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

Mr. Trujillo read the title of Resolution 22-02. He said this legislation will be presented as a first reading at the next Council Meeting. He said it is an update of the current plan the Village has with the Solid Waste District and there is no money involved.

#### **Committees:**

**Finance/Audit** (*Valerie Mockus-Chair, Stacy Stoner, Rich Moore*)

#### Water West/JEDD

Mr. Trujillo said property acquisition for this project may be covered in the loan but in order to get the loan, the property acquisition has to first be secured. Mr. Coghlan said most of the properties in the project area would need to have an easement. He said he believes there would be 25 permanent easements and 17 temporary easements. Mr. Trujillo said that number has been a moving target as the plans have been adjusted to meet the needs of the project, and the project cost is being revised. He said once the new cost information is received, he will share it with Council. Mr. Coghlan explained the purpose of a temporary easement is for temporary use of equipment during the construction of the project.

Mrs. Morgan said Mr. Trujillo sent her an email with a proposed cost of \$94,000. Mr. Trujillo said that amount has changed. Mrs. Morgan said an appropriation amendment will need to be done if Council sees fit, as the additional funds are not currently in the budget. There was some discussion about easements and placement of water lines. Dr. Mockus asked how the Village can help business owners during the construction. Mr. Coghlan said provisions will be included in the plans to mitigate issues for local businesses.

Dr. Mockus asked if anything more has been heard about possibly creating a Joint Economic Development District (JEDD). Mayor Layton said he will call Union Township's legal counsel and try to schedule a meeting. He said Union Township is not interested in participating in a JEDD the way it is written. He said some changes may need to be made and we can always revisit it and apply later on.

#### Annexation Representation

Mr. Trujillo said discussion with the Solicitor and the Mayor prompted a search for an Attorney that does annexation and similar work. He said a proposal was forwarded to Council. Mayor Layton said some businesses have asked about the possibility of being annexed into the Village. He said the Village would like to sit down with this Attorney to discuss options and make informed decisions.

Mrs. Morgan said she has not seen the proposal and an appropriation amendment may be needed if Council votes in favor.

Dr. Mockus made reference to the 2<sup>nd</sup> paragraph of the letter that referred to more information that was not included. Mr. Trujillo said he did not receive any more information but he will get it and share it.

Mr. Moore encouraged the Village to get this Attorney on board right away. Mr. Trujillo said he may be able to help give guidance on things as a JEDD, TIFs, etc. as well.

**Safety** (*Kenney Nauer-Chair, Rich Moore, Paige Seymour*)

Fire District

Mayor Layton said the two proposed options at last night's meeting were either for Hebron to run the Fire Department in contract with Union Township; or have Union Township run the Fire Department, and Hebron as part of Union Township would be covered. He said Mrs. Morgan reviewed finances relative to the Fire District today.

Mrs. Morgan said Mayor Layton asked her to provide Fire District cost information and the costs from when the Fire Department belonged to the Village of Hebron. She said she went through the reports and created a spreadsheet that also reflects the percentages of differences between 2019 and 2021. She distributed the report to Council.

Mrs. Morgan said the option of funding the Fire Department as a Village of Hebron Fire Department would require scaling things way back. She said though the Fire District may present a budget, if it becomes a Hebron Fire Department, they will eventually request money from the General Fund and the money from the General Fund that is currently allocated to the other departments would have to be divided and Council would have to consider the impact on those other departments and make some tough decisions. Mrs. Porter asked how much income is received from EMS billing. Mrs. Morgan said EMS billing provides about \$150,000 -160,000 a year.

Mrs. Morgan suggested it would behoove the Village to consider letting Union Township run the Fire Department, even if the Village continues making the building payment. Mayor Layton said in the past, the Village ran a reasonably good Fire Department with Union Township and maybe a good agreement can be reached, even if for a shorter period of time to allow time to explore other options. There was discussion about costs, budgets and options. Mayor Layton said the third option would be to contract with another Fire Department. Mrs. Morgan said at the Special Council Meeting, Union Township Trustee John Slater said the two options are either the Fire District goes back to the Village of Hebron, or Union Township takes over the Fire District. She said maybe we can come to an agreement with Union Township, and the Village could possibly pay the building payment and negotiate the equipment while they take over running the Fire District. She said she thinks residents in the northern half of Union Township will feel much more comfortable if Union Township is in control.

Dr. Mockus asked Mrs. Morgan to gather the information about what Hebron paid for the Fire District from January-March 2021 to add to the report Mrs. Morgan provided. Mr. Moore said a meeting with Union Township should be held. Mayor Layton said he will discuss options with Heath and the Southwest Licking Fire District too.

**Public Works/Utility Services** (*Annelle Porter-Chair, Kenney Nauer, Paige Seymour*)

Dennison/Lake Forest resident concern

Mrs. Porter said last week, Hebron resident Theresa Ritzer sent a letter to Council describing the situation at her residence with people cutting through her property. She said she has been in contact with Ms. Ritzer twice and they have an appointment tomorrow. She said she spoke with the Police Chief today as well. Mrs. Porter said Ms. Ritzer installed a camera system and you can see people there but it is not clear who they are. She said Chief Brooks would like to have Ms. Ritzer come to the office and discuss the issue with him. Mrs. Porter said Ms. Ritzer provided an estimate for purchasing and planting trees as a barrier, but Mrs. Porter does not feel the trees would be much of a deterrent. She said she thinks something more along the lines of placing a street light in the area may be helpful. Mayor Layton said placing No Parking signs there may be helpful as well. Mrs. Porter said she will encourage Ms. Ritzer to talk with the Police Chief.

Mayor Layton said the letter from Ms. Ritzer was received last week and the Chief just got it yesterday. Mayor Layton said Police Department issues need to be sent to the Police Chief first. Mayor Layton said when issues are received, if they are sent to the proper channel, they can be distributed appropriately. Dr. Mockus said the letter was sent to the Village Administrator who did not forward it to the Police Department. Mr. Trujillo said he looked at it from a tree request perspective and he did not see it as a Police issue at the time. Mayor Layton said issues should be sent to the proper Department Head that is involved and he asked Council to document information

about issues they receive that are more than merely simple fixes. He said he asked to be added to the Council email distribution list as well. Mrs. Nicodemus said the Village also has a complaint form that can be utilized when needed.

**Planning & Visioning** *(Stacy Stoner-Chair, Valerie Mockus, Annelle Porter)*

Council Top Priorities results

Mrs. Stoner said she received Mr. Nauer's prioritized list of issues Council would like to address sometime in the near future, and she passed the information to Dr. Mockus to update the spreadsheet. Mrs. Stoner asked Mayor Layton what he envisions for the Planning & Visioning Committee? Mayor Layton said the Visioning part of the committee is regarding things such as the waterline project, protecting the Village's boundaries, etc. Mrs. Stoner asked how the Village is going to finance the projects on the priority list. Mayor Layton suggested presenting items at the top of the list when creating the budget, so we can try to find the money to complete the items. Mrs. Morgan concurred.

Mrs. Morgan noted an appropriation amendment would need to be done if Council wishes to contract for Mr. Lenner's services. She suggested the Village may do better with someone like Mr. Lenner for services we currently receive from Grow Licking County.

**Other Items not listed**

None

**Open Discussion**

None

**Visitor Comments**

None

**Adjourn**

Dr. Mockus moved to adjourn the meeting at 8:44pm , second by Mrs. Seymour. 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