

VILLAGE OF HEBRON

COMBINED COUNCIL COMMITTEES MEETING MINUTES

October 19, 2022

6:00 pm

This meeting was held both remotely and in person.

Pledge of Allegiance

Mayor Layton 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.

Others in attendance: Mayor James Layton, Village Fiscal Officer Deborah Morgan, Police Sergeant Anthony Oliver, and Clerk of Council/Administrative Assistant Christina Furbee.

Others in attendance remotely: Mike Crane

Visitors: Brian Coghlan

Acknowledge Visitors

Mayor Layton noted the only visitor in attendance is Brian Coghlan of V3 Companies.

Visitor Comments

None

Pending Legislation

Mayor Layton read the titles of pending legislation to be presented at the October 26, 2022 Council Meeting.

Current legislation:

ORDINANCE 21-22- AN ORDINANCE TO AMEND THE VILLAGE ZONING MAP TO INCLUDE NEWLY ANNEXED PARCELS 078-329550-00.001, 078329550-00.002, 073-329550-00.002 AND 073-335640-00.000 AND TO ESTABLISH ZONING FOR SAID PARCELS- **Third Reading**

ORDINANCE 22-22- AN ORDINANCE TO AMEND THE ZONING DESIGNATION FOR PARCEL 075-344898-00.000 OTHERWISE KNOWN AS NATIONAL ROAD HEBRON OHIO 43025- **Second Reading**

ORDINANCE 23-22- AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE LICKING COUNTY PLANNING COMMISSION FOR THE ADMINISTRATION OF FLOODPLAIN REGULATIONS- **Second Reading**

Brian Coghlan of V3 Companies said V3 has handled floodplain regulations in the past for the Village. He said a short time ago, V3 entered into agreement with the Licking County Planning Commission, and they have indicated to the Village that they feel there is a lack of continuity as V3 already handles certain aspects of it, and for that reason, they are interested in relinquishing Floodplain Management to the Village. Mr. Coghlan said if the Village is interested in allowing V3 to handle their floodplain regulations and issues, he recommends not taking action on this legislation. Mayor Layton said he will speak to the Village Solicitor to determine if letting the legislation die is the best course of action. Dr. Mockus asked if the associated fees and costs are already written into the Village's contract with V3 Companies. Mr. Coghlan confirmed that is correct.

RESOLUTION 22-14- A RESOLUTION AUTHORIZING THE MAYOR OF HEBRON TO ENTER INTO AN AGREEMENT WITH THE LAW DIRECTOR FOR NEWARK, OHIO FOR PROSECUTION OF MISDEMEANORS- **Second Reading**

RESOLUTION 22-15- A RESOLUTION AUTHORIZING THE MAYOR OF HEBRON TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH DAVID MOSER ATTORNEY FOR FISHEL, DOWNEY, ALBRECHT, & RIEPENHOFF LAW FIRM FOR CODE ENFORCEMENT- **Second Reading**

Upcoming legislation

2023 Budget/Appropriation

Village Fiscal Officer Deborah Morgan said the 2023 Budget legislation has been prepared and approved as to form by the Village Solicitor, and it will be presented for a first reading at the October 26th Council Meeting.

Administration Positions

Dr. Mockus said she and Mayor Layton discussed the current standing of the three potential new Administrative positions, and they feel it would be prudent to hold off on taking action for a moment, and then review and decide what to do when they decided how to move forward.

Solicitor Services

Dr. Mockus said she understands the only raise Village Solicitor Wesley Untied has been given in the past ten years was in 2016, and with regard to the work he does for the Village, she hopes Council will consider increasing his pay. Dr. Mockus said she feels Mr. Untied's service to the Village is invaluable. Mayor Layton and Councilmembers concurred. There was some discussion about determining an appropriate percentage at this time, and including him when employee compensation is considered annually. Mrs. Morgan said she will add an amount to the annual budget ordinance, and will make the appropriate change to the current pending appropriation ordinance. She said a motion to draft legislation will be sought at the next Council Meeting.

Legal Services

Mrs. Furbee said the Village may need to consider any necessary legislation for legal services from Fishel, Downey and Albright going into 2023, and present it to Council for approval. Mrs. Morgan said these services are utilized on an as-needed basis.

Engineering Services

Mrs. Furbee said V3 Companies will submit their annual contract legislation to be presented for Council approval.

Committees:

Finance/Audit (*Valerie Mockus-Chair, Stacy Stoner, Randy Wolf*)

Stormwater Utility/Rate Study

Mayor Layton said these items will be held until the Village determines how to move forward.

He said he and Bonnie Miller will meet with Burgess & Nipel on Thursday and he needs to be brought up to speed about what they are planning to do.

Mayor Layton said the Village is considering hiring someone to help in the Water Utility Billing department. Dr. Mockus said she is concerned about the appearance of implementing a stormwater utility and then hiring someone in the water department. Mayor Layton said it may be better to wait and see what is needed as the Village grows.

Mrs. Morgan said over the last month, she has been working with the Property & Casualty Insurance Company regarding the 2023 renewal. She said they proposed \$39,975 for the year for 2023 Property and Casualty coverage and \$2,446 for the cyber security policy, for a total of \$42,421 annually. Mrs. Morgan said she feels the \$2,000 increase compared to last year can be easily explained with higher expenditures, rate increases and the purchase of two new vehicles. Mrs. Morgan said she did reach out to other companies but they cannot come close. She said she will recommend Council move to go forward with Rinehart, Walters and Danner. She said their service is very good as well.

Mrs. Morgan said she will handle the employee health insurance this year. She said Anthem initially proposed a 14.9% increase from last year, so she has directed all employees to fill out a Formfire online to allow the Village to shop for better rates, and she is hopeful this will also motivate Anthem to lower their proposal.

Safety (*Kenney Nauer-Chair, Randy Wolf, Paige Seymour*)

Mayor Layton said the West Licking Fire District Open House is this Saturday from 11am-1pm. He said this information has been shared on the Village website and Facebook page. Mr. Wolf said there will be Frisbees, fire hats, cookies, etc for kids. Sergeant Oliver said the Police Department has been out on several runs with the Fire District and they are very good.

Mayor Layton said the new police cruiser finally came in but it was black, not white as ordered.

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

Mayor Layton said the Village is still working on the Cumberland Street sidewalk issues. He said he will bring the issue back to the Zoning Board to see how to move forward.

He said it would be good for the Village to look at putting sidewalks in different areas throughout the Village, and a Safe Walk to School grant could help pay for the sidewalks, though the elementary school is moving out of town. He said he believes kids will still walk in the area to catch the bus. Mrs. Seymour said kids walk the streets for other reasons as well.

Mr. Wolf asked if there are laws about parking on sidewalks. Sergeant Oliver said there are laws about obstructing sidewalks. Dr. Mockus asked if there is any history of fixing problematic sidewalks in the Village and assessing the cost to the homeowner's taxes. Mr. Nauer said he is not aware of the Village doing that. Dr. Mockus noted concerns about an area on Main Street that is not navigable by scooter and forces the rider out onto Main Street. Mr. Wolf said there are several places along there that could use some help. Mayor Layton said he will discuss the sidewalks with the Licking County Area Transportation Study to see if there are any funds available to help address the issues. There was some discussion about sidewalk issues in town.

Mr. Coghlan said most towns have a sidewalk maintenance program. He said those costs are typically assigned to the property owner, either by assessment, or by joining together to get a group rate. Mr. Coghlan suggested the Village consider reviewing our ordinances to see if an annual sidewalk maintenance program would work for the Village. He said he would be happy to raise the subject with the Public Works Superintendent and discuss options.

Mrs. Porter said there are currently no sidewalks on Cumberland Street, but she feels that is a result of the Developer. She said the Village needs some kind of resolution to make the rules clear. Dr. Mockus said she does not understand why the Village approved the plans. She said she understands wanting to follow the rules, but when a mistake is made, we may need to find a compromise.

Mr. Coghlan said if there is an easement, it should be made at the time of the development. He also suggested implementing an "in-lieu-of" fee, which allows a waiver of putting in a sidewalk but collecting a fee in the amount of the installation cost in case a sidewalk should need to be installed in the future. Dr. Mockus asked if there is any support to imposing a nominal in-lieu-of fee so that the homeowner will buy into the fact that a change may be needed sometime in the future. Mrs. Porter said a decision needs to be made because it will continue to come back around and these homeowners who have invested in Hebron have been put under duress for a number of months. She said this situation deserves a thorough investigation and finding some common ground. There was some discussion about the drainage and existing portions of sidewalk.

Brian Coghlan said the Village may want to consider adding an active transportation component to the Comprehensive Plan.

Mrs. Stoner said transportation is a topic listed on the December agenda.

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

Water Line Extension

Mr. Coghlan said O.R. Colan has made considerable progress in obtaining easements for the Water Line West Project. He said the information will need to be submitted to the Ohio EPA for funding and the Village has to have the land entitlements resolved or the funding won't be approved. Also, he said as part of the principal forgiveness, 3 members of Council have to do specific trainings. Mayor Layton said Councilmembers are working on completing the trainings.

Mr. Coghlan said the next portion of the Waterline West Project is ODOT's project to widen the intersection at SR 37 and US 40. He said ODOT is willing to install the Village's water line, at our cost, as part of their project. Mr. Coghlan said ODOT needs a check for \$814,510 before they go out to bid in mid-November as they do not have funding to cover Hebron's portion in their project; however, Ohio EPA will reimburse the Village with 50% loan and 50% grant. Mayor Layton asked what happens if it they decide not to do our portion of the project. Mr. Coghlan said the Village could reach out to ODOT (as construction is not scheduled to begin until March) and say we want to non-perform the project. He said the Village may not get the full refund if that happens, but we would get a large percent back. Mrs. Morgan concurred. Dr. Mockus asked when Councilmembers will see a Return on Investment document. Mr. Coghlan said he will send an ROI to Council before the next Council meeting. He said he recommends Council take action at the October 26th Council Meeting to direct the Village Solicitor to draw legislation to pay the \$814,510. Mrs. Morgan said the money will be taken from the Water department fund and transferred to the project fund, and when the money is refunded, it will be transferred back to the Water department fund. She said this is an amazing opportunity at 0% interest on the loan, and with 50% loan forgiveness. She also noted the Village has the funds to pay ODOT. There was some discussion about the project and funding.

Mrs. Porter asked for a status on Southwest Licking who also wants to lay water lines in the area. Mr. Coghlan said they are still in the planning process.

Other Items not listed

Job Descriptions

Mayor Layton said the job descriptions are on hold for now. Dr. Mockus said she made a pitch to Mayor Layton to consider having an external organization handle job descriptions and compensation. Mrs. Porter said it would be wise to have a professional organization look for and interview potential new employees as well. Mrs. Morgan said the Village has had a professional company look over job descriptions and compensation in the past, and the previous Council rejected their findings and recommendations. Dr. Mockus said she would like to hear what went wrong. Mrs. Morgan said Council did not like the results. Mayor Layton said he feels a professional company should handle hiring for the Village, especially if it is a Department Head position. Dr. Mockus said she feels it is important to have a company examine all positions and compensation. There was some discussion about the Village's needs and what an outsourced company may be able to provide.

Comprehensive Plan

Mrs. Stoner said there was a meeting last night to discuss an updated Comprehensive Plan for the Village. She said the meeting went great. Mayor Layton was there, along with nine others. She said it was good to hear other people's perspectives. There was discussion about homes in the Village that currently need attention. Mrs. Stoner said Mr. Lenner broke down topics by month to gather information to present to Council. She said the final topic is scheduled to be discussed in April.

Open Discussion

Mr. Nauer asked if the Village has any ordinances about drilling. Mrs. Furbee said she will check the codified ordinances and let him know.

Visitor Comments

None

Adjourn

Dr. Mockus moved to adjourn the meeting at 7:58pm , seconded by Mr. Wolf. 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