

Held \_\_\_\_\_

**VILLAGE OF HEBRON**

**COMBINED COUNCIL COMMITTEES MEETING MINUTES**

January 18, 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 and a moment of silence for Mr. Ray Amore, a former Hebron Mayor, who recently passed away.

**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, Water Superintendent Jason Figgins, Water Reclamation Superintendent Tom Coleman, and Clerk of Council/Administrative Assistant Christina Furbee.

Visitors: Hayley Feightner

Others in attendance remotely: None

**Acknowledge Visitors**

Grow Licking County

Grow Licking County Assistant Director Hayley Feightner said part of Grow Licking County's focus is business retention and expansion programming. She said this year and last year, they have worked on showing attention to existing businesses so that the businesses know who to contact to get resources and services. She said every year, they work with One Columbus to research and establish a list of index companies that are economic-based and bring in revenue to the community. Ms. Feightner said she is seeking input to see if there are any manufacturing and warehousing businesses that are not on the list, that Council would like them to reach out to. Mayor Layton said he would like to go with Grow Licking County to visit some of the businesses.

Ms. Feightner informed Council about their Career Pathways videos, based on a skills gap analysis completed in 2020, to identify the skills and the gaps between education providers and what employers are looking for. She said four marketing pathways were identified: manufacturing, transportation and logistics, business and IT services, and healthcare, to address workforce issues and bridge the gap for employers, and to help those who are looking for a new career pathway.

**Visitor Comments**

None

**Pending Legislation**

Mrs. Morgan read the titles of pending legislation to be presented at the January 25, 2023 Council Meeting.

Current legislation:

**RESOLUTION 22-17- A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO AN AGREEMENT WITH NEIGHBORHOOD STRATEGIES LLC FOR ECONOMIC DEVELOPMENT SERVICES FOR THE VILLAGE OF HEBRON, LICKING COUNTY, OHIO, AND DECLARING AN EMERGENCY- Third Reading**



# RECORD OF PROCEEDINGS

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**RESOLUTION 22-18-** A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO AN AGREEMENT WITH BROSIUS, JOHNSON AND GRIGGS FOR CERTAIN LEGAL SERVICES FOR THE VILLAGE OF HEBRON, LICKING COUNTY, OHIO, AND DECLARING AN EMERGENCY - **Third Reading**

**ORDINANCE 01-23-** AN ORDINANCE TO ELIMINATE PARKING ON THE WEST SIDE OF LAKEWOOD DRIVE, TO ERECT SIGNAGE DENOTING THE SAME AND MAKING VIOLATIONS OF THE SAME SUBJECT TO MUNICIPAL ORDINANCES-**Second Reading**

Mrs. Seymour asked if anyone has talked to the owners of the apartment buildings on Lakewood Drive to let them know this is happening. Mrs. Morgan said the Police Department will do that. Mayor Layton suggested using flyers and notices as well.

Dr. Mockus said a resident who does not live in the complex said there is a sign there that says if you don't live there, you cannot park in their lot.

**ORDINANCE 02-23 -** AN ORDINANCE TO AWARD THE CONTRACT to mow along STATE ROUTE 79 WITHIN THE VILLAGE OF HEBRON TO MOW-TIVATED MOWERS AND TO AUTHORIZE AND DIRECT THE MAYOR AND FISCAL OFFICER TO ENTER INTO AN AGREEMENT FOR SUCH SERVICE- **Second Reading**

**RESOLUTION 23-01 -** A RESOLUTION DECLARING A VILLAGE OF HEBRON 2003 HORTON CUTAWAY VAN PERSONAL PROPERTY NOT NEEDED FOR PUBLIC USE AND DECLARING THE VILLAGE'S INTENT TO DONATE THE SAME TO THE WEST LICKING JOINT FIRE DISTRICT – **Second Reading**

## Upcoming legislation

Mrs. Morgan said an ordinance to establish meeting dates, times and location of Village Council Meetings and Combined Council Committees Meetings will be forthcoming.

## **Committees:**

### **Finance Committee**

None

### **Economic Development Committee**

Mrs. Stoner said the Comprehensive Meeting has been moved to Tuesday, January 24<sup>th</sup>.

Dr. Mockus said a resident sent her a picture of what is allegedly going to be a sidewalk behind the houses on Wooster Street. Mrs. Morgan said this was Lake Forest's suggestion. She said Village representatives agree that they do not want to run a sidewalk behind the houses, and after some research, they directed that the sidewalks be placed on the opposite side of the street, between the existing pond and the fence. Mrs. Morgan said this idea made the most sense because of all the infrastructure there.

Water Superintendent Jason Figgins said the approved plans called for a bike path, not a walking path. He said this change could be made via a change order and would not need to go back through Planning & Zoning. Dr. Mockus asked the Village to pay attention as new projects are being put together, to ensure that nothing is done that will cause people to readily cut through properties.

### **Police Committee**

Mrs. Seymour said she attended a training course today and had an opportunity to chat with the Police Chief. She said the Police Department is still working through issues with the Ohio Department of Transportation, with placing Flock cameras in the right-of-way. She said the Police Department is hopeful that this issue will be resolved soon.



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Dr. Mockus asked if we are optimistic about curbing people away from driving through yards. Mayor Layton said people can be ticketed for doing so. Dr. Mockus asked if anything has transpired from a video that showed the suspects' license plate. Mrs. Seymour said she will talk to the Police Department about it.

## **Water, Wastewater Committee**

None

## **Parks, Recreation, Public Works Committee**

Mrs. Porter said it will be a pleasure dealing with these departments (as Chair of this Committee).

Mrs. Seymour asked about problems with the walking path at Evans Park. Public Works Superintendent CJ Ward said the issues have not yet been resolved. Mayor Layton said the Health Department met with the Village. He said they have limited money available to help, but it would probably very costly to fix the walkway. Mr. Nauer said it would help if the cracks are filled and sealed this summer. Mrs. Porter said there are some areas in the walkway at the Municipal Building that need attention, and the entrances could be swept to help with the appearance. Mrs. Morgan said she will discuss the issues with the Public Works Superintendent.

Mr. Ward said he walked the path at Evans Park with Extreme Asphalt and found 227 cracks. Mayor Layton said we need to try to find funds to make repairs. Mr.

Ward said we may want to contact Evans Foundation to see if they are interested in helping with funding. Mrs. Morgan mentioned possibly using ARPA money as well. Mrs. Morgan said we need to get quotes. Mr. Ward said the parking lot at the baseball park will also need to be replaced soon.

Dr. Mockus said she found out some of the work the Public Works team has to do over the weekends for funerals and she wanted to acknowledge and thank the staff for what they do.

## **Personnel, Annexation, Insurance Committee**

Mr. Wolf said the Bullying and Harassment training class was good. Mrs. Morgan said all staff, Mayor Layton and Council members attended. She said she is looking into other trainings as well. Mr. Wolf said it would be good to have a copy of the handouts. Mr. Figgins suggested holding an A.L.I.C.E. (Alert, Lockdown, Inform, Counter, Evacuate) Training again. Mrs. Morgan said she will look into it.

## Staff Restructure

Mrs. Morgan said the need for the Utilities Superintendents to sit through lengthy meetings will only continue as the Village grows, and while they are unavailable, someone else in the department has to step up to cover their responsibilities. She said some of the staff have worked for the Village for over 20 years without a title change or additional compensation for the added duties they take on when covering a lead role, and new employees have nothing to look forward to.

Mrs. Morgan presented a Powerpoint presentation with detailed information about current job and pay structuring, and proposed changes that include appointing an Assistant Superintendent for the Water, Water Reclamation and Public Works Departments. She said she feels this type of restructuring will allow the second-in-command for each department to have the authority to make decisions when the Superintendent is unavailable. Mrs. Morgan said she has talked to all of the Superintendents about her idea, and they are all in agreement. She noted that reorganizing the pay for these departments will make the Village pay structure more uniform. She said the Department Heads worked hard to recreate the job descriptions.



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There was some discussion about the proposed changes and about the amount of time off provided to Village staff.

### Other Items not listed

Dr. Mockus said the Fire District Open House is planned to be held on March 23, 2023 at 10:00 a.m. She said she will confirm the location, and the information can then be posted to the Village website and Facebook page.

Mayor Layton said he will be on vacation February 18<sup>th</sup>-24<sup>th</sup>.

Mayor Layton said the plan is to continue moving forward with the Waterline West Project.

He said he attended the recent Licking County Area Transportation Study meeting. They are working on updating their transportation project.

Mrs. Morgan said she met with the Health Department and LCATS about creating healthy communities which would provide a possible \$7,000 grant with a list of projects that would qualify. She said they also stated they could do a walkability map and brochure for the village and host a public event where people can come out to promote projects.

Mr. Wolf suggested considering a crosswalk at 9<sup>th</sup> and Main Streets.

Dr. Mockus said the Hebron Historical Society worked with the Licking County Library and developed a tour of historical sites in the village. She said maybe they could collaborate with the Health Department and LCATS.

### Open Discussion

Mrs. Stoner thanked the Departments for what they are doing to recognize their employees.

### Adjourn

Mrs. Porter moved to adjourn the meeting at 7:49pm, second by Dr. Mockus. A roll call vote was taken with all Councilmembers present voting in favor.

Attest:



Deborah Morgan, Village Fiscal Officer



Mayor James Layton