

RECORD OF PROCEEDINGS

Minutes of _____

Meeting

BARNETT BROTHERS

Form 6101

Held _____

VILLAGE OF HEBRON
COUNCIL MEETING MINUTES
March 23, 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, Kenney Nauer, Annelle Porter, and Rich Moore. Mayor Layton said Councilmember Paige Seymour was excused from this meeting.

Others in attendance: Mayor James Layton, Village Administrator John Trujillo, Village Solicitor Wesley K. Untied, Village Fiscal Officer Deborah Morgan, Utility Billing Coordinator Kellsei Boyce, and Clerk of Council/Administrative Assistant Christina Furbee.

Visitors: Randy Wolf, Jarod Rose, Misty Bond, Sterling Bond

Remote Visitors: Patty Costello, Leslie Sumner, Chris Clancy, Chris Shoup, Chris Tucker

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- Utility Billing Coordinator

Utility Billing Coordinator Kellsei Boyce said she has been working for the Village since December 2021. She said the previous Utility Billing Coordinator sought out a new payment company that better fit the Village's needs and the new payment system has been implemented. It can be utilized for tax and zoning payments, as well as water and sewer payments.

Ms. Boyce said the Village is looking into options for implementing a stormwater utility. She has reached out to the water billing software company to make them aware this may be forthcoming, to be included on water bills similar to the current monthly service charge.

Ms. Boyce said she has recently started monitoring the Continuous Usage report and makes courtesy phone calls to certain customers when she sees they may have a leak. She also monitors the aging report for accounts that are at least 90 days past due and issues a shut off letter to those customers. She said there have been zero shut offs so far, since she started the job in December.

Ms. Boyce said utility accounts have been created for about 60 new homes in the process of being built or waiting to be sold, and about 15 that are not yet set up for water and sewer accounts as they are still in the early stages of construction.

Mrs. Porter asked how much water/sewer revenue the Village brings in and how many residential customers the Village has at this time. Ms. Boyce said she believes the Village brings in about \$245,000 a month from utility payments and there are approximately 800 residential bills mailed out each month. Dr. Mockus acknowledged the importance of the Utility Billing Coordinator role and said she appreciates the amount of work the Utility Billing Coordinator does. She thanked Ms. Boyce for her hard work.

APPROVAL OF MINUTES

March 9, 2022-Council Meeting

Mrs. Porter moved to approve the March 9, 2022 Council Meeting minutes as presented, second by Mr. Moore. A roll call vote was taken with all Councilmembers present voting in favor.

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March 16, 2022 Combined Council Committees Meeting

Mrs. Porter moved to approve the March 16, 2022 Combined Council Committees Meeting minutes as presented, second by Mr. Moore. Dr. Mockus asked that minutes that are completed with little time for Council review be moved to the next Council Meeting. A roll call vote was taken with all Councilmembers present voting in favor.

VISITOR COMMENTS

Misty Bond said she is here to represent the 2022 Hebron Pie Festival. She said she appreciates the funds offered by the Village for this event. Ms. Bond said she is President-elect of the festival again this year. The 2019 event brought in approximately 2,000+ participants and over 265 pies were sold. She said all of the pies except for apple sold out in the first 90 minutes. She said the Pie Fest Committee realized after the last Festival that some of the pies would need to be procured for the next event, but there are several challenges and health needs to be considered. She said the last event raised approximately \$6,000 for the New Life Baby Pantry. This year, proceeds will go to the Lakewood Education Foundation to help with things such as general needs, scholarships, and school events. She said the expectation is to sell 500 pies. They are looking to expand activities but are trying to keep a small-town feel. The Festival is scheduled for August 20, 2022 from 12-6pm. Food trucks will be on site, and they are looking for local churches who want to participate. Mayor Layton said Mike McFarland attended a previous Council Meeting and said he is the liaison between the Festival and the Village. The Village met with Mr. McFarland and talked about some of the logistics. Ms. Bond said there were over 245 volunteers last time and she believes there will be much more this time. Dr. Mockus said she believes Hebron budgeted funds to contribute to the Festival so the funds have already been appropriated. Mrs. Morgan concurred.

Mrs. Porter moved to approve the expense of \$7,000 for the 2022 Hebron Pie Festival, second Dr. Mockus. A roll call vote was taken with all Councilmembers present voting in favor.

LEGISLATION

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

Mayor Layton read the title of this legislation and said it will be held for a second reading.

COUNCIL ACTION ITEMS

Waterline West Project

Mr. Trujillo said there are a couple things to be considered tonight relative to the Waterline West Project.

Mr. Nauer moved to authorize the Mayor and Village Administrator to contract and engage with ORC Real Estate Solutions for the acquisition of easements for the Waterline West project and appropriate funds, second by Dr. Mockus. Dr. Mockus asked what the implications are for the Memorandum of Understanding between the Township and Southwest Licking Water. Mayor Layton said there was a meeting today. He said the consensus is not complete yet but money for the project needs to be appropriated for the project to move on. He said it is all part of the process to get the 0% interest loan. Mrs. Mockus asked if this is part of the cost estimate Mr. Trujillo previously shared with Council. Mr. Trujillo said the Village received updated cost information from V3 Engineering Company today. He said he will forward the information to Council. Mayor Layton said \$3.678 million is the Engineer's estimate with a contingency of \$2,000-3,000. Mrs. Mockus said Council should allow the Executive Branch to move forward while the rest is sorted out. Mayor Layton said this contract is to secure both permanent and temporary easements; but most are temporary easements.

Mr. Nauer moved to direct the Village Solicitor Wesley K. Untied to draft legislation authorizing the Mayor and Village Administrator to apply for, accept, and enter into a Water Supply Revolving Loan Account (WSLRA) agreement on behalf of the Village of Hebron for planning, design, and/or construction of water facilities, and designating a dedicated repayment source for the loan, second by Mr. Moore. Dr. Mockus asked what is between passing this legislation and finding out that we can proceed without challenges from the County. Mayor Layton said Mr. Griggs will do some research to see what the restrictions are and let the Village know. He said Mr. Griggs felt the Village would not face many obstacles in this venture. Mrs. Mockus said she is anxious about taking out a loan of this magnitude before knowing definitively that we will not face impediments. Mayor Layton said the final hurdle will be when Council approves a

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contractor bid for the project. He said the work being done at this time is in preparation for the EPA loan, and they will not approve the loan unless everything is in place. A roll call vote was taken with all Councilmembers present voting in favor.

Brosius, Johnson & Griggs, LLC Proposal

Mayor Layton said this Attorney will answer any questions the Village has on annexation and many other things.

Mr. Moore moved to authorize the Mayor and Village Administrator to enter into an agreement with Brosius, Johnson & Griggs for legal representation related to annexation and Economic Development, second by Mr. Nauer. Dr. Mockus asked when Council will have a dialogue of what the annexation involves. Mayor Layton said it was discussed and a proposal will be developed to bring to Council.

Mr. Moore said this Attorney comes very highly recommended. Mrs. Morgan concurred. Dr. Mockus said she is a bit anxious about negotiating Fire/EMS service with the same folks who probably would not be excited to hear about the Village doing any annexing. She said she wants to ensure the Village is leaving itself plenty of space to get through the negotiation of Fire/EMS without creating any more contention between the organizations. Mayor Layton said the discussion today was about the annexation process, and no decisions were made. Mrs. Stoner asked if Council will receive information about today's meeting with Mr. Griggs. Mayor Layton said when he receives it, he will send it to Council. A roll call vote was taken with all Councilmembers present voting in favor.

Neighborhood Strategies LLC Proposal

Mayor Layton said this proposal is a 6-month agreement at a cost of \$2,000 a month for Jim Lenner of Neighborhood Strategies, LLC to help the Village address Economic Development. He said the agreement will be reviewed at the end of the 6 months. Mayor Layton said Mr. Lenner has a great reputation and made a big difference in the City of Johnstown. Mrs. Porter asked if the Village would be withdrawing from Grow Licking County. There was some discussion about working with Grow Licking County and/or Neighborhood Strategies, LLC. Mayor Layton said Grow Licking County is looking to hire an additional staff person and will consider raising rates next year to help pay for this position. He noted he feels Grow Licking County is an important group who does important work and he feels it would be beneficial to Hebron to continue an agreement with them. Dr. Mockus said it is her understanding that the Village pays extra money to Grow Licking County in addition to dues, for extra attention given to the Village of Hebron. She suggested directing the extra money to Neighborhood Strategies, LLC. Mayor Layton said Grow Licking County just made the decision to hire new staff and they will work out the cost and determine new rates based on that cost. He said he plans to give them time to do so, and then ask for information to bring back to Council. Mrs. Porter asked if members of Grow Licking County have ever been given information about the efforts of Grow Licking County on behalf of each member. Mayor Layton said there is a parcel that the Port Authority is looking to develop, but there are some hurdles that would need to be overcome. He said a meeting was facilitated by Grow Licking County, who works in conjunction with One Columbus and other organizations, to look at this property for an interested developer. He said this is indicative of how Grow Licking County pushes for the Village of Hebron when bringing in interested parties.

Mr. Nauer moved to authorize the Mayor and Village Administrator to enter into a 6-month contract with Neighborhood Strategies, LLC for Economic Development work for the Village of Hebron, second by Dr. Mockus. A roll call vote was taken with all Councilmembers present voting in favor.

Appropriation Amendment

Mrs. Morgan said she put together figures to be appropriated at this time for the Waterline Easements and Neighborhood Strategies, LLC. She suggested appropriating at least \$170,000 for the agreement with ORC for the waterline easements, to cover costs including increased engineering fees. Mrs. Morgan also recommended appropriating \$65,000 for the agreement with Neighborhood Strategies, LLC, which would allow \$50,000 for legal services.

Mr. Nauer moved to direct the Village Solicitor to draft legislation to amend appropriations in the amount of \$170,000 for Water and \$65,000 for the General Fund, second by Mr. Moore. A roll call vote was taken with all Councilmembers present voting in favor.

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Mr. Moore said a meeting was held with the Heath Mayor and Fiscal Officer. He said they are going to submit a proposal to us to run the Fire District, but their millage is 3.8. He said the Heath Fire Department is being run out of the General Fund. He said they just recently bumped all their Firefighters up to \$8500 salary to try to keep them. Mayor Layton said this meeting is the first step in his plan to meet with Heath, the Southwest Licking Fire District, and Union Township to decide what direction to take.

Mr. Moore said the Village also talked to the Southwest Licking Fire Department this morning. Their millage is 11.8. He said they seem quite interested but he is not sure if taxpayers would vote on it. Mr. Moore said Southwest Licking is going to put together a proposal. Mayor Layton said there are a couple different options. He said the Village could contract with them, which would include a seat on the board and a different rate could be negotiated. He said the discussion included the option to contract with them for a short period of time and then enter into a permanent contract if all goes well. Mayor Layton said it is an impressive Fire District. He said they will put proposals together to give to the Village.

Mayor Layton said he met with the Township yesterday and he asked for proposals for either Union Township running the Fire Department, or Hebron running the Fire Department in contract with the Township. He said he is waiting for them to get back with him.

Mrs. Porter asked if it has been determined when one of the current entities withdraws and the equipment would follow. She said she has heard both 2022 and 2023. Mr. Untied said he forwarded a memo to Council, and in being conservative, we should assume the earlier date. He said this conversation all presupposes that Union Township is interested in dissolving the Refugee-Canyon Joint Fire District. He said decisions need to be made well in advance of the October 31st deadline, and that speaks to the hard assets-to the entity contributing it. He said it is not as clear relative to funds on hand, so we need to assume the Auditor would handle that. Mayor Layton said the building still belongs to the Village of Hebron.

Dr. Mockus asked that Councilmembers be made aware of meetings so that they can forward questions to be addressed. Mayor Layton said he will make sure Council is aware, and if there are any questions, please send them to him right away. Dr. Mockus asked Mayor Layton to share the letter he sent to Union Township. Mayor Layton said he will forward the email. Dr. Mockus said she listened to a Union Township meeting and she does not feel Union Township is interested in running the Fire Department.

ADMINISTRATOR'S REPORT

Mr. Trujillo submitted his report and said the trucks that were previously ordered may be here by May and will supposedly be ready to go.

Dr. Mockus said it was good news that Pulite passed the water pressure test. Mr. Trujillo said the Village went with a third party to ensure all was done correctly.

COUNCILMEMBER'S REPORTS

Dr. Mockus asked if Councilmembers are able to add items to its own agenda. Mayor Layton said they certainly are able to, but if there is a concern, he would like to have time to address it before the Council Meetings. He asked that agenda item requests be sent to him or to the Clerk of Council who will make him aware.

Dr. Mockus said according to HB51 it is her understanding that Councilmembers and the public body can participate in Public meetings remotely. She said she is planning a trip for the second half of April so she will not be present in person for the April 13th Combined Council Committees Meeting or the April 27th Council Meeting, but she plans to attend remotely.

Mr. Wolf said the Fire District meeting is scheduled for tomorrow at 5pm.

Executive Session

Dr. Mockus moved to go into Executive Session at 7:10pm to consider the appointment, employment, promotion, demotion or compensation of a public employee or official, second by Mrs. Stoner. A roll call vote was taken with all Councilmembers present voting in favor.

Mrs. Porter moved to reconvene from Executive Session at 7:19pm, second by Mr. Moore. A roll call vote was taken with all Councilmembers present voting in favor.

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Dr. Mockus said she has thought about the Dennison/Lake Forest resident issue and wonders if it is a bigger issue than it appears. She said she wonders if this may be a Planning & Zoning issue as it involves dead end roads where pedestrians cut through. There was some discussion about options such as streetlights, No Parking signs, or sidewalks to help mitigate the issues. Dr. Mockus said she hopes to eliminate the same types of issues in the future with future developments. Mayor Layton said he will bring the issue to the next Planning & Zoning Meeting to discuss. Dr. Mockus said she will reach out to the Community Development Coordinator as well.

MAYORS REPORT

Mayor Layton said he has no report tonight.

REVIEW OF EXPENSES

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

VISITOR COMMENTS

None


MEETING/EVENT SCHEDULE

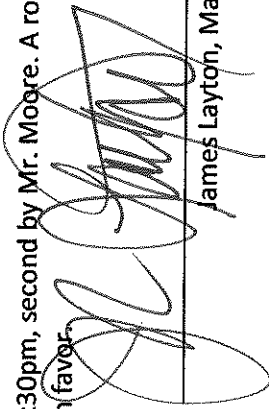
- April 4, 2022-6:30pm, Planning & Zoning Meeting, Council Chambers
- April 13, 2022-6pm, Council Meeting, Council Chambers
- April 15, 2022-CLOSED for Good Friday (Open for Taxes only)
- April 20, 2022-6pm, Combined Council Committees Meeting, Council Chambers
- April 26, 2022-6pm, South Licking Watershed Conservancy District Meeting, Council Chambers
- April 27, 2022-6pm, Council Meeting, Council Chambers

ADJOURN

Mrs. Porter moved to adjourn the meeting at 7:30pm, second by Mr. Moore. A roll call vote was taken with all Councilmembers present voting in favor.

Attest:


Deborah Morgan, Village Fiscal Officer


James Layton, Mayor