

RECORD OF PROCEEDINGS

Minutes of Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held

VILLAGE OF HEBRON
COUNCIL MEETING MINUTES
November 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, Annelle Porter, Paige Seymour, Kenney Nauer, and Randy Wolf.

Others in attendance: Mayor James Layton, Village Solicitor Wesley K. Untied, Village Fiscal Officer/Interim Administrator Deborah Morgan, and Clerk of Council/ Administrative Assistant Christina Furbee

Visitors in attendance: None

Remote Visitors: None

ACKNOWLEDGE VISITORS

There were no visitors in attendance.

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.

APPROVAL OF MINUTES

November 9, 2022 Council Meeting

Dr. Mockus moved to approve the November 9, 2022 Council Meeting minutes as presented, seconded by Mrs. Porter. A roll call vote was taken with all Councilmembers present voting in favor.

November 16, 2022 Combined Council Committees Meeting

Dr. Mockus moved to approve the November 16, 2022 Combined Council Committees Meeting

minutes as presented, seconded by Mr. Wolf. A roll call vote was taken with all Councilmembers present voting in favor.

VISITOR COMMENTS

None

LEGISLATION

ORDINANCE 25-22-AN ORDINANCE TO MAKE APPROPRIATIONS FOR FISCAL YEAR 2023 EXPENSES AND OTHER EXPENDITURES FOR THE VILLAGE OF HEBRON, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2023-Third Reading

Mrs. Porter moved to adopt Ordinance 25-22 as presented, seconded by Dr. Mockus. A roll call vote was taken with all Councilmembers present voting in favor.

ORDINANCE 27-22 - AN ORDINANCE TO AMEND A SECTION OF THE CODIFIED ORDINANCES OF THE VILLAGE OF HEBRON, OHIO TITLED GENERAL SEWER USE REQUIREMENTS PURSUANT TO 933.02 AND DECLARING AN EMERGENCY-Second Reading

ORDINANCE 28-22- AN ORDINANCE TO AUTHORIZE THE EMPLOYMENT AND APPOINTMENT OF LEGAL COUNSEL FOR THE VILLAGE OF HEBRON-First Reading

ORDINANCE 29-22- AN ORDINANCE AUTHORIZING THE MAYOR AND Fiscal Officer TO ENTER INTO A CONTRACT WITH V3 COMPANIES LTD, WITHOUT ADVERTISING, FOR

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CERTAIN PROFESSIONAL ENGINEERING CONSULTING SERVICES FOR THE VILLAGE OF HEBRON, SPECIFICALLY, THE ROADWAY AND STORM WATER COLLECTION SYSTEM, WATER RECLAMATION UTILITY, AND WATER UTILITY ENGINEERING-First Reading

ORDINANCE 30-22- AN ORDINANCE TO PERMIT AN INCREASE IN THE CURRENT PAY RATE BY 3% FOR ALL EMPLOYEES OF THE VILLAGE OF HEBRON, TO AMEND CONTRARY AND INCONSISTENT ORDINANCES BY REPEALING AND AMENDING PARTS THEREOF-First

Reading

Mayor Layton said this legislation includes Hebron Police Department employees.

RESOLUTION 22-16- A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO AN AGREEMENT WITH THE LICKING COUNTY BOARD OF COMMISSIONERS FOR INDIGENT DEFENSE SERVICES IN THE MUNICIPAL COURT FOR THE VILLAGE OF HEBRON, LICKING COUNTY, OHIO-First Reading

Mayor Layton explained this legislation means if a Hebron resident is indigent and needs defense services in the Municipal Court, the Village of Hebron will pay the bill.

COUNCIL ACTION ITEMS

Community Development Coordinator position

Mrs. Morgan said this topic was discussed at the last Combined Council Committees Meeting. She said she is looking for Council's blessing to fill the position, and the pay range for this position needs to be discussed. Mrs. Porter asked how the open position will be made known to the public.

Mayor Layton said the position will be posted in areas all over Licking County.

Mrs. Morgan said the previous Community Development/Stormwater Coordinator had a set salary. She suggested setting a pay range between \$48,000-\$58,000 for the open position. Dr. Mockus said she believes Councilmember Seymour and Mayor Layton were investigating local villages to determine their compensation for this type of position. Mrs. Seymour said based on her research, she suggests a range of \$45,000-\$55,000. Mayor Layton agreed that range reflects what he found online. Dr. Mockus said this pay is for the lead position, not the Assistant position, and she wants it to be competitive. Mrs. Morgan said the range can be addressed, if needed, after interviewing candidates.

Dr. Mockus said the Village did not participate in the last Ohio Municipal League pay study. Mrs. Morgan said she plans to submit the information in January. Dr. Mockus said the OML collects this data for cities but not villages, but their Office Manager said she will talk to the Director about that.

Mrs. Morgan said there were two other open positions Council was considering-an Economic Development position and a second Utility Billing position. She said Jim Lenner of Neighborhood Strategies is in line to do the Economic Development, and she feels the Village should hold off on filling the other position. Mayor Layton agreed. He said the Village Administrator job description is being updated as well.

Dr. Mockus moved to authorize the Interim Village Administrator to post and advertise to fill the vacant Community Development Coordinator position with a pay range of \$45,000-\$58,000, seconded by Mrs. Stoner. A roll call vote was taken with all Councilmembers present voting in favor.

Committees Design

Mayor Layton said he sent Mrs. Porter's recommendation for the 2023 Council Committees design to Councilmembers. He said he will make the appointments at the Organizational meeting in January and asked Councilmembers to email him if they would like to serve on a certain Committee.

Mrs. Morgan said she just received information about employee healthcare insurance for 2023 and distributed it to Council. She said Anthem, the current healthcare provider, presented a

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14.9% increase upon initial renewal, so Village employees submitted information via Formfire to shop for rates from other providers; however, the other rates were not good. She said our agent revisited the current healthcare provider and they brought their renewal rate down to a 9.8% increase. Mrs. Morgan recommended the policy be renewed with Anthem. She said she looked over the appropriations and confirmed that every department has enough funds to cover the 9.8%. The Public Works Department was the only department that was slightly above what was appropriated.

Mrs. Seymour said she feels the Village should renew the policy with Anthem. Mrs. Porter and Dr. Mockus agreed. Mrs. Morgan said she's had no complaints about the current employee healthcare policy with Anthem.

Mrs. Seymour moved to accept a revised renewal with Anthem for 2023 employee healthcare services at a cost of \$29,267.20, seconded by Mrs. Porter. A roll call vote was taken with all Councilmembers present voting in favor.

ADMINISTRATOR'S REPORT

Mrs. Morgan said in the Administration department, she is working to create more structure and better communication. She said three Public Hearings and a Variance Request have been scheduled for December 5th. Mrs. Morgan said Community Development Assistant Bonnie Miller has been working hard with all of the zoning applications, and she is doing a nice job filling in with the absence of a Community Development Coordinator.

Mrs. Morgan said Water Superintendent Jason Figgins has been very helpful with resolving recent issues with Utility Billing and his work has been impressive and invaluable. Mrs. Morgan said she has responded to affected residents and has been able to reach a good outcome with them.

Mrs. Morgan said she plans to follow up with Public Works Superintendent CJ Ward about a tree issue on W. North Street. They are waiting to hear from an arborist who will evaluate the condition of the trees. She said the sidewalk approach at Burch Street has been completed and was done correctly.

Mrs. Morgan said Hunter Hall resigned from the position of Public Works Equipment Operator 1 and an ad has been placed to fill the position. She said an issue has been discovered with the Public Works Superintendent's pay. She said an increase in pay is warranted if a license is obtained, and Mr. Ward obtained his license to apply pesticide and his stormwater certification, but was not moved up in his pay range. Mrs. Morgan said she plans to adjust his pay, retroactive to the appropriate date.

Mr. Nauer asked if this pay increase is only available for supervisors. Mrs. Morgan said the pay increase is available for laborers as well, if they receive certification.

She said Mr. Ward will be doing some work at the entrance and exit of the Municipal building.

Mrs. Morgan said cleaning and televising of sewer lines through the Village is being conducted and is close to completion. She said Zemba Bros caused some damage to a portion of a sidewalk on W. Main Street (between 107 and 137 W. Main Street) and Zemba Bros have made the necessary repairs.

Mr. Nauer cautioned that a portion of the concrete may drop over time. Mrs. Morgan said she plans to follow up with it.

Mrs. Morgan said a manhole at Clean Harbors is seized to the casting and they are working to remove it because there is a blockage between that manhole and the next one. She said they are trying to move the flow downstream to avoid having to dig on the inside of Clean Harbor's fence. She said their flume meter is 15 ft downstream and there is a fear that the blockage may get stopped there.

Mrs. Morgan said when Zemba Bros is done with the cleaning and televising, they will remove sand from the sand filters at the Water Reclamation plant. She said the UV system has been shut down and cleaned for the season, and the Water Reclamation Department is waiting for a quote for lift station level sensor replacements.

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She said Water Superintendent Jason Figgins is helping with utility billing issues. The water department is currently upgrading water meter radios from R450 to R900 radios and the new collector at the John Alford Parkway tower is working well.

Mayor Layton noted a citizen has joined the meeting.

Rick Haynes, 352 National Road, said he talked to Mayor Layton a while ago and at that time, Mayor Layton thought water hookups along the proposed waterline west project would be free. Mayor Layton said the Village was looking at offering free hookups if an easement is needed to be obtained.

Mr. Haynes said he received paperwork in the mail and the cost listed to hook up to a municipal water line is expensive. Also, he said the agreement states that if a homeowner takes city water, they won't be able to have an operating well at the same time. Mayor Layton said the area is located outside the Village, but he will look into it and let him know.

Mr. Haynes said there is obvious competition for water lines in the area. Mayor Layton said there is no formal agreement for waterlines at this point but the Village will need to look at the legal aspects and determine the advantages and disadvantages for the Village of Hebron. There was some discussion about possible waterlines, Tax Increment Financing (TIF), a Joint Economic Development District (JEDD), etc in the area. Mr. Haynes suggested using an arbitrator.

Dr. Mockus asked Mr. Haynes' opinion about diverting tax money from schools to pay for that infrastructure. Mr. Haynes said he is not in support of more money going to the schools as he feels they are taking too much of his money already. He said he is afraid the waterline extension may affect his property value as it could be costly for a new homeowner to hook up later if he were to sell his property. He said it would suit him if no water was made available in that area as his well works fine, and his neighbor's well works fine. He said he and some others in the area believe the providers only see the project as a revenue-enhancing method. Mayor Layton said the Village of Hebron sees water as an enterprise fund so the service and upkeep are paid for by charging for water usage and right now, it's basically a break-even proposition, but if something is not changed now, the future projection is on the losing side. He said with the possible anticipated growth, expansion of the Water and Water Reclamation facilities may be necessary. He said several years ago, the Village reduced its water and sewer rates because of an excess in funds. He said the Village is not trying to make a large profit; it is trying to pay the water bill and protect the west side of the Village.

COUNCILMEMBER'S REPORTS

Mr. Wolf said he noticed a hydrant at the Duke Station is still leaking. Mayor Layton said Mr. Figgins has a plan to work on it. Mrs. Morgan said she will follow up with him.

Mrs. Stoner asked about work on Hamilton Avenue. She asked how far north they are checking the drainage pipes. Mr. Nauer said he was told there was complete blockage in that area, caused by roots. Mrs. Morgan said a Purchase Order was opened for Zemba Bros to fix blockage issues, etc.

Mrs. Stoner asked how long the planters have been on light poles in the downtown area, as she just recently noticed them. Mayor Layton said the planters were installed about two weeks ago.

Dr. Mockus asked if anyone saw the video of a black Sport Utility Vehicle driving through someone's back yard, from Lake Forest to Dennison Street. She said she is concerned about new developments using this tactic and she hopes the Economic Development Committee pays attention to dead-end roads or cul de sacs. Mayor Layton said a Police report should be filed and hopefully they will catch the person that is doing it. Mr. Nauer said if we opened those streets up, people would complain. Dr. Mockus said she wants to disallow cul de sacs and dead ends for future development. Mrs. Morgan said those items can be reviewed when the Village receives new site development plans. Mayor Layton said it is important to get that information on Hebron's Comprehensive Plan. Mrs. Porter said we need to make developers aware of the Village's wants and want-nots. Dr. Mockus said she will confirm the resident submitted the video to the Police Department.

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Mrs. Porter said she woke up to an unfamiliar sound and found the manholes were being cleaned. She said she then found her bathroom had bubbles and water coming in. She said she was thankful for the notice that had been placed on her door. Mayor Layton said the Village will get a report of the findings so repairs can be made.

MAYOR'S REPORT

Mayor Layton said the Village is working on a plan for the waterline west project.

Village Solicitor Wesley K. Untied said there are a lot of things going on in Hebron, but most are not for discussion at this time. He said some follow-up work has been done regarding a workplace situation, and he was thankful that Dr. Mockus participated. He said he feels all went well and the Village will be scheduling some trainings for employees.

Mayor Layton said Santa will visit Hebron at the downtown corner lot on December 7th. He said the West Licking Fire District will bring Santa in on a firetruck.

Mrs. Morgan said the lobby floor is scheduled to be stripped and cleaned.

REVIEW OF EXPENSES

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

Dr. Mockus said an "Open Chouse" will be held on December 4th to benefit the Hebron Historical Society. She said area businesses have been generous in sponsoring the event.

Mrs. Furbree said the next Records Commission Meeting will be held at 5:30pm on December 14th. She said she is working on creating records retention schedules for Councilmembers to be presented for review at that meeting.

MEETING/EVENT SCHEDULE

November 24-25-CLOSED for Thanksgiving
December 5, 2022 6:30pm, Public Hearings, Council Chambers
December 5, 2022 6:30pm, Planning & Zoning Meeting, Council Chambers
December 7, 2022 6:00pm, SANTA/ Tree Lighting, Downtown Corner Lot
December 14, 2022 5:30pm, Records Commission Meeting, Council Chambers
December 14, 2022 6pm, Council Meeting, Council Chambers
December 21, 2022 6pm, Combined Council Committees Meeting, Council Chambers
December 26, 2022-CLOSED for Christmas
December 28, 2022 6pm, Council Meeting, Council Chambers

MOTION TO ADJOURN

Mrs. Porter moved to adjourn the meeting at 7:11pm, seconded by Mrs. Seymour. A roll call vote was taken with all councilmembers present voting in favor.

Attest:



Deborah Morgan, Village Fiscal Officer



James Layton, Mayor