

**Hillsboro City Council Meeting  
February 8, 2022**

The meeting was called to order at 7:00 pm.

Roll call was taken and those present were Mayor Downs and Commissioners Duncan, Murphy, Wright and Butler.

The "Pledge of Allegiance" was recited.

Minutes of the previous meeting were approved.

Commissioners' reports:

Commissioner Butler read from his reports for the street department and public property department and they will be included in the minutes.

Commissioner Murphy said snow removal went well during the snow storm and the snow removal on Main St. looked great. Murphy said there was a couple of spots where cars were not removed from the street. Murphy said he shoveled a lady out on Broad St. who was not feeling well so she couldn't remove her car and apologized. Murphy again reminded everyone to help keep the town clean and garbage picked up. Murphy said he appreciated everyone's hard work during the snow storm.

Commissioner Duncan had nothing to report.

Commissioner Wright read her report and it will be included in the minutes.

Mayor Downs said everyone did a good job with snow removal and asked everyone blowing driveways to please not remove the snow into the road while they are plowing and reminded everyone to remove their cars from the street if the snow is over 2 inches.

Community Planner Jonathan Weyer gave his report and it will be included in the minutes.

City Engineer was not present.

There were no public comments.

**Motion was made by Commissioner Duncan** and seconded by Commissioner Butler to approve paying bills for the month of February in the amount of \$385,092.80. Motion carried 5-0.

**Joint Motion was made by Commissioner Murphy** and seconded by Commissioner Butler to table agenda item #10, to approve an agreement for professional services with Moran Economic Development for the establishment of tax increment financing area #2 and agenda item #11, to approve an agreement for professional services with Moran Economic Development to amend the Hillsboro Business District. Motion carried 5-0.

**Motion was made by Commissioner Murphy** and seconded by Commissioner Wright to approve purchasing nine (9) in-car cameras from Motorola Solutions for a cost of

\$54,910.00 and a server from Shawn Perkins Tech Specialist to store videos for a cost of \$9,000.00. Motion carried 5-0.

Mayor Downs started discussion on cars parking on the street near the intersection of N. Broad St. and E. Brailley St. and said cars parking along the street and near the intersection prevent proper snow removal and cause congestion along the street. Downs said it is hard to make a turn at the intersection in a normal car and snow plows make it even harder. Downs said most homes in the area have parking in the rear. Downs said he thinks there needs to be a no parking zone going North on Broad St. and East on Brailley St. to the first driveway. Mayor Downs asked Commissioner Murphy and Commissioner Butler to work with the police department and street department to come up with an area to make no parking. Commissioner Murphy asked Street Supervisor Chappelle and Police Chief Leetham to come up with some language and area. Commissioner Butler said is a bus route also.

Commissioner Butler started discussion on the wages for the 2022 summer and seasonal employees. Butler said the City is losing kids because they can go somewhere else and make more money. Butler said the kids are making the under 18 minimum wage while other towns are paying the regular minimum wage. Butler said he is going to start advertising for life guards and summer employees soon and he thinks they can do with less summer workers than years before so that will help with paying the workers. Commissioner Wright agreed with Commissioner Butler saying Litchfield pool has started paying more and that's why kids are going over there. Mayor Downs asked Commissioner Duncan to work with everyone to see if we can make it happen.

**Motion to Adjourn was made at 7:46 pm by Commissioner Murphy and seconded by Commissioner Butler. Motion carried 5-0.**

Respectfully Submitted,  
Cory M. Davidson, City Clerk

# **Parks & Public Properties Dept. Work Summary**

## **Council Meeting Report-February 8, 2022**

- Emptying trash cans, picking up trash, checking public buildings for heat and well being, servicing the dog park, etc.
- Removed snow and treated sidewalks uptown and other locations (a few times), cleaned roads/streets, cleaned parking lots, etc.
- Attended Rivers & Routes Tourism conference
- Packaged and shipped pool chlorination equipment for rebuild
- Started removal of pump and motor from pool
- Blew leaves in campground
- Rebuilt several picnic tables
- Working on upcoming budget

## **STREET DEPT. REPORT**

1. Repaired water main break on Virginia St
2. Repaired water main break on Shelbyville Rd
3. Repaired water main break on W Tremont
4. Plowed and salted roads
5. Repaired water main break on Helston Pl

## Public Utility Report February 8, 2022

### Water:

Municipal Equipment was finally able to put together a price quote for the actuators damaged during the outage a few weeks back. It has been handed off to the City's Insurance. There may be some additional charges due to the location of one of the units (being elevated 12 foot in the air). The lead time is very long to get these units, 27-29 weeks upon approval. We will look at replacing the other two failed actuators from 2015/2016 now that we have the correct information. This will likely be a budget request for FY22/23.

Justin and Tim provided review of the Huber Street Project to Hurst-Rosche for some changes/missed items to the plan sheet. Fire Hydrants were added to the job, change to the tie-in point on Vandalia Street, and comments about casing for sewer lateral crossings were noted.

The winter weather the area received had little effect on the operations, only observing a few power glitches and a short outage that affected the Kincade Booster Station. No complaints were logged during the time it was down and system pressure was lower, but we were able to avoid a boil order.

We received word last week, quite a few of our laboratory testing supplies will be receiving a 12% surcharge due to supply chain issues. This will affect both the water and sewer in house labs.

### Sewer:

Hickory Street lift station encountered another pump plugged with debris after the rain prior to the snow event. The replacement that was approved last month can't come soon enough.

USDA was provided all required documentation to finally review the plant project for loan approval. There is no timeline currently when to expect a decision.

One of our Equalization Pumps at the Sewer Plant has a bad leak in the mechanical seal. We will have an older one rebuilt and installed to get us through the next year or two vs. buying a new one.

After approval at the last meeting, we have got the ball rolling on the 36" sewer leak. We have been in touch with the respective contractors/vendors and they are in the process of obtaining the materials to proceed. A date has not been scheduled yet.

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A reminder that all delinquent accounts that were not paid by close of business yesterday were shut off today. It was a busy day, but some weren't accessible due to snow. That does not mean that you are off the hook for payment.

**2022 “State of the Plan” Report  
Submitted by Community and Economic Planner Jonathan Weyer**

**Hillsboro Vision Statement**

Our vision is to make Hillsboro a beautiful and sustainable community that encourages and develops an atmosphere of human flourishing for all our citizens. This will be accomplished through developing a locally based economy, building an equitable quality of life, and protecting the natural environment that surrounds our city.

**Six Strategic Principles**

In order to accomplish this vision, the city is committed to the following six principles:

Hillsboro Will Commit to Fiscal Responsibility and Updated Physical Infrastructure

Hillsboro Will Create a Sustainable and Locally Focused Economy

Hillsboro Will Preserve our Historic Small-Town Atmosphere

Hillsboro Will Focus on Bringing Others into Our Community

Hillsboro Will Develop a Healthy Outdoor Lifestyle in our Community

Hillsboro Will Continue to Rebuild its Social Infrastructure

**Introduction:** In 2020, the Hillsboro City Council passed Hillsboro 2030, the strategic plan designed to guide the city’s decision making in the next ten years. On Page 58, one of the keys to implementation process is that the Community and Economic Planner is required to send a “State of the Plan” report to the city council and it is to be released to the general public.

This report is designed to meet these requirements. As a note, the report will note the progress from December 2020 to December 2021.

## **Tier Descriptions**

**Tier One:** Critical Projects must begin immediately.

Tier Two: Important Projects must begin in next three years.

**Tier Three:** Needed Projects to begin in next five years.

Tier Four: Projects that should fill in the gaps as time allows

### **Tier One**

**Goal One:** Rebuild Sewer Plant and Install New Sewer Systems

**Strategic Principle:** Hillsboro Will Commit to Fiscal Responsibility and Updated Physical Infrastructure.

**Status:** In process. Woodard and Curran are currently writing the USDA grant for the project. Depending on the grant and construction, the project will hopefully be completed by 2025.

**Goal Two:** Develop Eagle Zinc Property as Light Industrial Park

**Strategic Principle:** Hillsboro Will Create a Sustainable and Locally Focused Economy.

**Status:** A preliminary plan was drawn up by the Community and Economic Planner and the City Engineer. This will be flushed out with the upcoming Land Management plan. Further, the city is awaiting full turnover by the EPA, hopefully coming in March/April 2022.

**Goal Three:** Continue to Develop and Implement Sidewalk Restoration and Install Program

**Strategic Principle:** Hillsboro Will Commit to Fiscal Responsibility and Updated Physical Infrastructure.

**Status:** The Commissioner of Streets and Public Property, along with the Street and Public Works supervisor are currently reviewing the sidewalk and installation plan for possible changes.

**Goal Four:** Develop a Capital Improvement Funding Priority List

**Strategic Principle:** Hillsboro Will Commit to Fiscal Responsibility

**Status:** Currently, there is a list of projects being discussed but a priority list still needs to be decided by the council.

**Goal Five:** Commission Economic Development Plan

**Strategic Principle:** Hillsboro Will Create a Sustainable and Locally Focused Economy

**Status:** Completed and adopted by the Council in October 2021.

**Goal Six:** Develop Marketing and Recruiting Plan for the City.

**Strategic Principle:** Hillsboro Will Create a Sustainable and Locally Focused Economy

**Status:** The city marketing website was completed in Fall 2020 and is operational. A tourism committee was formed under the Chamber of Commerce and continues to meet. Further, connections with Regional Tourism groups such as Rivers and Routes are developing and strengthening. However, a comprehensive recruiting project to bring people to town has not commenced as of yet.

**Goal Seven:** Redevelop Main Street to include park, walkability, streets, parking and infrastructure.

**Strategic Principle:** Hillsboro Will Commit to Fiscal Responsibility and Updated Physical Infrastructure.

**Status:** Hurst-Rosche have drawn up extensive plans to redesign and redo downtown. Currently, the city is working on funding for the project and applied for the Governor's downtown grant on January 10, 2022. Further, the council is looking at various funding options that includes different state grants and using ARPA money to help fund the various projects.

**Goal Seven:** Fill all Vacant Commercial Buildings with Businesses  
Includes Developing a Plan with Noncompliant Owners

**Strategic Principle:** Hillsboro Will Create a Sustainable and Locally Focused Economy

**Status:** The Commissioner of Public Health and Safety is working with the code enforcement officer to get an updated list of vacant commercial properties. They are working with each business owner to keep tabs and collect the required fees for such properties.

**Goal Eight:** Create an Incubator to Create Small Businesses in Town

**Strategic Principle:** Hillsboro Will Create a Sustainable and Locally Focused Economy

**Status:** The Coop shared workspace opened its doors in November 2021. The Incubator side is slated to start in Fall of 2022.

**Goal Nine: Repair or Replace All Brick Streets**

**Strategic Principle:** Hillsboro Will Commit to Fiscal Responsibility and Updated Physical Infrastructure.

**Status:** The Commissioner of Streets and Public Properties is in the process of constructing and executing a plan for the brick streets left in town.

Tier Two

**Goal One:** Commission Workforce Study to Give Full Picture of Current Workforce in Hillsboro and its Needs

**Strategic Principle:** Hillsboro Will Create a Sustainable and Locally Focused Economy

**Status:** There has not been a specific study commissioned for the workforce needs of Hillsboro. However, the economic development plan contains extensive workforce information and a plan to bring more jobs into the area. Further, the Community and Economic Planner is working with the upcoming initiative known as the Workforce Trainings center in Litchfield as well as working with small manufacturing, health care and soon to be Weekend Tourism industry to create more jobs in the area.

**Goal Two:** Work with Developers to Develop Housing on Land Owned by the City of Hillsboro

**Strategic Principle:** Hillsboro will Preserve our Historic Small-Town Atmosphere.

**Status:** Hillsboro is working with a variety of developers to discuss housing options in the city. As of yet, there are no set plans or future projects in the works.

**Goal Three: Commission Future Land Use Plan**

**Strategic Principle:** Hillsboro Will Preserve our Historic Small-Town Atmosphere.

**Status:** The future land use committee did a significant amount of research throughout 2021. Much of the needed data for the plan is there, but the writing was delayed due to the OSLAD, Safe Routes to School and Downtown grant application process.

**Goal Four:** Repair Concrete on Spillway on Lake Hillsboro

**Strategic Principle:** Hillsboro Will Commit to Fiscal Responsibility and Updated Physical Infrastructure.

**Status:** Hurst-Rosche is working a plan and proposal for the old lake Hillsboro spillway that will involve lowering the water five feet and repairing sections over the next four years starting Summer 2022

**Goal Five:** Repair or Replace Bridges

**Strategic Principle:** Hillsboro Will Commit to Fiscal Responsibility and Updated Physical Infrastructure.

**Status:** Hurst-Rosche have drawn up all needed plans for the bridges in need of repair. Funding remains the biggest obstacle to completing the work.

**Goal Six:** Continue to Develop Lakes into a Destination for Outdoor Recreation

**Strategic Principle:** Hillsboro Will Develop a Healthy Outdoor Lifestyle in our Community

**Status:** The City Council voted in January 2022 to restore 50 percent of the raw water for the mine fees to preserve and enhance the lakes. The Commissioner of Streets and Public Safety and the Superintendent of Parks, Lakes and Public Properties are working on plans to use the funds to further develop our lakes.

**Tier Three**

**Goal One:** Commission a Sustainable Energy Plan for the City

**Strategic Principle:** Hillsboro Will Commit to Fiscal Responsibility and Updated Physical Infrastructure.

**Status:** Has not started.

**Goal Two:** Redevelop Central Park into a Third Place for the Citizens of Hillsboro

**Strategic Principle:** Hillsboro Will Develop a Healthy Outdoor Lifestyle in our Community

**Status:** The Central Park Committee has raised almost 60,000 dollars for the project and the city has budgeted for 43,000. Further, Atlas 46 has started a program to “round up” their sales to help with funding the Central Park redevelopment. The city is also waiting to hear about the OSLAD grant, submitted in September 2021.

**Goal Three:** Build a Hiking and Running Trail System that Connects Throughout Various Points in the City

**Strategic Principle:** Hillsboro Will Develop a Healthy Outdoor Lifestyle in our Community

**Status:** The parks department began work on the trails behind the Challcombe House in Summer 2021. The current plan is to extend this work throughout Central Park in Summer 2022.

**Goal Four:** Develop Network to Help the City's Poor and Unemployed to Include Job Resources, Mental Health, Soft Skill Training, Food Pantries, and Child-Care Resources.

**Strategic Principle:**

**Status:** This project has started with the mental health summit in Fall 2021.

#### **Tier Four**

**Goal One:** Commission a Walkability Study of the City

**Strategic Principle:** Hillsboro Will Develop a Healthy Outdoor Lifestyle in Our Community

**Status:** Not Started

**Goal Two:** Develop Mental and Drug Rehabilitation Health Resources

**Strategic Principle:** Hillsboro Will Continue to Rebuild its Social Infrastructure

**Status:** The mental health summit in 2021 kicked off a city wide effort to pull together resources available in the area. Further, there will be a concerted effort to address topics such as mental health and the use of social media.

**Goal Three:** Build More Small Reading Parks Throughout the City

**Strategic Principle:** Hillsboro Will Develop a Healthy Outdoor Lifestyle in Our Community.

**Status:** Project has not started.

**Goal Four:** Reexamine and Rewrite Ordinances. Reexamine and Rewrite Ordinances.

**Strategic Principle:** Hillsboro Will Preserve our Historic Small-Town Atmosphere.

**Status:** The Mayor, City Clerk, the Commissioner of Public Safety, and the code enforcement officer are currently reviewing the city code for updates.

**Goal Five:** Build Three Small Parks in the City Within Ten Years.

**Strategic Principle:** Hillsboro Will Develop a Healthy Outdoor Lifestyle in our Community.

**Status:** Not started.

**Goal Six:** Develop a Plan for the Future of the Sports Park

**Strategic Principle:** Hillsboro Will Develop a Healthy Outdoor Lifestyle in Our Community.

**Status:** Hired Billy Christian to manage Sports Park and develop future plans.

### **Summary and Recommendations:**

This report shows that the city has made significant progress towards the goals outlined in the strategic plan. Indeed, some of the goals are already completed and others are well on their way to being done.

Everyone from the council to city workers worked tirelessly to make sure we accomplish everything in Hillsboro 2030. The major roadblock is the lack of available funding for all the projects listed. To that end, the city has sought to remedy this situation in a variety of ways, including sending the Community Planner to grant writing school, consulting various agencies for different avenues of funding, and the possibility of other creative

ways to fund various projects, including possible infrastructure money coming from the Federal government.

To this end, the city still needs to come up with a capital project priority list to understand how to proceed with the various sources of funding.

It is also recommended that the next stated goals of the plan should include a dedicated weekend tourism industry plan.

Further, given the rate of completion, the city council that will be elected in April 2023 should revisit the goals of Hillsboro 2030 and add new ones according to the needs of the city.

