

**Village of Higginsport  
Village Council Meeting  
January 9, 2023**

The Council of the Village of Higginsport met in regular session at the Village Municipal Building on Monday January 9, 2023 at 6:00 p.m. with all members present.

Also, present were: Police Chief Shawn Elliott, Lieutenant Brian Perry, Tricia Wood, Beth Thorne-McKenzie, Chris Bishop, Sandy Bear, Deb Collier, Blake Starrett, Linda Fester, Mark Fester, Betsy Brown and Scott Wilburn.

Mayor Crawford called the meeting to order and led everyone in the Pledge of Allegiance.

**Public Participation**

Mr. Mark Fester inquired to the status of the individual that had been knocking on his door. Chief Elliott confirmed the suspect was in custody in Clermont County.

Mr. Scott Wilburn inquired as to the pleasure of Council regarding the church leasing the village's building. He confirmed that parts needed to repair the heat/AC were available. A discussion ensued regarding the building lease and the proposed use of the building.

**Resolution 23-01**

**Motion by: Mr. Elliott**

**Seconded by: Ms. Wills**

A resolution for acceptance of the Lease of the Jackson Street rental unit to the Grace Baptist Church, Pastor Scott Wilburn.

**Whereas**, the Village of Higginsport, Ohio has a rental space located on Jackson Street in Higginsport, Ohio.

**Whereas**, the Grace Baptist Church, Pastor Scott Wilburn desires to lease the rental space owned by the Village of Higginsport, Ohio located on Jackson Street in Higginsport, Ohio.

**Whereas**, both parties desire to enter into a one year lease the terms of which are outline in the attached Commercial Lease, Exhibit A.

**NOW THEREFORE, BE IT RESOLVED**, by the Council of the Village of Higginsport, Brown County, Ohio, by a majority of all members elected and thereto concurring that:

**Section 1:** The Village of Higginsport hereby declares that an emergency exists in relation to the rental space located on Jackson Street in Higginsport, Ohio.

**Section 2:** The Village of Higginsport hereby acknowledges that they desire to rent the space located on Jackson Street in Higginsport, Ohio.

**Section 3:** The Village of Higginsport acknowledges that the rent for the space located on Jackson Street in Higginsport, Ohio shall be the sum of Three Hundred Dollars (\$300.00) per month with the tenant having to also cover all costs of utilities and the cost of any insurance policy that the Village of Higginsport, Ohio maintains upon said rental space.

**Section 4:** The Village of Higginsport hereby directs that the Mayor of the Village of Higginsport, Ohio sign, on behalf of the Village, the Commercial Lease attached to this Resolution as Exhibit A.

**Section 5:** This resolution is hereby declared an emergency and it is found to be in the best interests of the residents of Higginsport, Ohio that this resolution take effect at the earliest time allowed by law.

**Section 6:** That it is found and determined that all formal actions of the Village Council for Higginsport, Ohio concerning and relating to the adoption of this resolution were adopted in an open meeting of the Village Council and that all deliberations of the Village Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Ohio Revised Code Section 121.22

**Vote: Mrs. Adams, Yes; Mr. Bear, Yes; Mr. Elliott, Yes; Mr. Moon, Yes; Mr. Null, Yes; Ms. Wills, Yes**

### **Old Business**

Mayor Crawford reported the village solicitor had provided a resolution regarding no parking on U.S. 52 however an ordinance would be needed in order for council to take action regarding the matter. A lengthy discussion ensued regarding the proposed no parking area with several members of the public expressing their opposition and concerns if the prohibited parking is approved. Mayor Crawford expressed the matter would be tabled until the February meeting.

### **New Business**

Mayor Crawford requested Council approve the 2023 committees.

### **Resolution 23-02**

**Motion by: Mr. Null**

**Seconded by: Mr. Bear**

To approve the following 2023 committees:

Finance Committee: Kathy Adams, Scott Null & Linda Wills  
Recreation Committee: Kathy Adams, Patrick Elliott & Anthony Moon  
Street Committee: Lester Bear, Patrick Elliott & Anthony Moon  
Police & Fire Committee: Lester Bear, Scott Null & Linda Wills  
Sewer Committee: Lester Bear, Patrick Elliott & Scott Null  
Records Retention Committee: Kathy Adams, Anthony Moon & Linda Wills

**Vote: Mrs. Adams, Yes; Mr. Bear, Yes; Mr. Elliott, Yes; Mr. Moon, Yes; Mr. Null, Yes; Ms. Wills, Yes**

### **Police Department Report**

Chief Elliott presented and reviewed a written report with Council which included monthly department and mayor's court statistics.

Lieutenant Perry reported he is looking into two grant opportunities for the department K-9. He also reported the department is currently working with the State to participate in their debt collection program for outstanding unpaid citations.

### **Mayor's Report**

Mayor Crawford requested Council approve the following for 2023:

- Ohio Revised Code
- Ohio Basic Code
- Mayor's Court Magistrate

**Resolution 23-03**

**Motion by: Mr. Null**

**Seconded by: Mr. Bear**

To adopt the Ohio Revised Code for 2023.

**Vote: Mrs. Adams, Yes; Mr. Bear, Yes; Mr. Elliott, Yes; Mr. Moon, Yes; Mr. Null, Yes;  
Ms. Wills, Yes**

**Resolution 23-04**

**Motion by: Mr. Null**

**Seconded by: Mrs. Adams**

To adopt the Ohio Basic Code for 2023.

**Vote: Mrs. Adams, Yes; Mr. Bear, Yes; Mr. Elliott, Yes; Mr. Moon, Yes; Mr. Null, Yes;  
Ms. Wills, Yes**

**Resolution 23-05**

**Motion by: Mr. Elliott**

**Seconded by: Mr. Bear**

To approve retention of mayor's court magistrate, Nick Ring, for 2023 at a rate of \$575.00 per month.

**Vote: Mrs. Adams, Yes; Mr. Bear, Yes; Mr. Elliott, Yes; Mr. Moon, Yes; Mr. Null, Yes;  
Ms. Wills, Yes**

Mayor Crawford reported there were continued issues with improper use of the recycle bin in the village. A discussion ensued regarding the matter as well as possible options for resolving the continued issues.

**Additional Business**

Ms. Wills inquired if the sewer lift station generator had been repaired. Mr. Elliott confirmed it had been repaired and that Mr. Plymesser had been informed of the necessary preventative maintenance measures that needed to be completed in order to prevent the same issue in the future. Council briefly discussed the matter.

Mr. Null inquired regarding the status of the guardrail repair at S.R. 505. Chief Elliott provided an update that included that ODOT would be making the necessary repairs.

Mrs. Adams reported she had contacted the person that was interested in donating funds for park repairs however they no longer seemed interested in doing so. A discussion ensued regarding the matter with general consensus of Council to table the matter until spring.

Mr. Bear reported that most of the ditches that had been cleaned out have stayed clear with the exception of a couple that will need additional work.

Mr. Elliott reported that Section 9 of the village's current sewer ordinance address the problem with the sewer grinder pumps. The ordinance states that repair of the grinder pumps is the property owner's responsibility.

Mr. Elliott also reported a campground on Columbia Street has water service and it would to be determined what is being done for sewer at the site.

Mayor Crawford reported that he had researched and did not find where a sewer permit had been requested for 511 Columbia Street. He had confirmed with Brown County Rural Water that that property was only being billed for water.

Mayor Crawford reported he had received a phone call from Cletus Gross regarding a tree in the alley that had fallen on his garage. Council briefly discussed the matter advising the mayor to inform the property owner he would need to contact his own homeowner's insurance.

**Motion by: Ms. Wills, seconded by: Mrs. Adams to approve the regular meeting minutes of December 29, 2022. Motion passed unanimously.**

**Motion by: Mr. Bear, seconded by: Mr. Moon, to pay the bills. Motion passed unanimously.**

**Motion by: Ms. Wills, seconded by: Mr. Moon, to adjourn the meeting. Motion passed unanimously.**

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Eddie Crawford Jr., Mayor

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Sheila G. Dufau, Fiscal Officer

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Kathy Adams, Council Member

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Patrick Elliott, Council Member

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Linda Wills, Council Member

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Scott Null, Council Member

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Lester Bear, Council Member

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Anthony Moon, Council Member