

REGULAR SESSION

The Council of the Village of Millersburg met in regular session at the Millersburg Auxiliary Building on June 14, 2021, at 7:00 pm. The meeting was streamed on YouTube for public viewing (Covid-19). Mayor Huebner called the meeting to order followed by the Pledge of Allegiance. Assistant Clerk-Treasurer Karen Cool Miller gave roll call, and the following members were in attendance: Kelly Hoffee, Devone Polen, Brent Hofstetter, Tom Vaughn, Bob Shoemaker, and Brad Conn. Clerk-Treasurer Karen Shaffer, Chief Matt Shaner, and Solicitor Bob Hines were in attendance for the meeting.

MINUTES: Motion made by Hofstetter to suspend the reading of the minutes of Council held May 24, 2021. Seconded by Conn. Upon roll call, motion carried with Hofstetter, Conn, Hoffee, Polen, Shoemaker, and Vaughn voting aye. Mayor Huebner asked for any corrections on the minutes. Hofstetter noted that under "Old Business" that it is written Kerry "McKeen", it should be noted as Kerry "McQueen". Hoffee made the motion to accept the minutes as corrected. Seconded by Vaughn. Motion passed with Hoffee, Vaughn, Shoemaker, Conn, Hofstetter, and Polen voting aye.

BILLS: Motion made by Hoffee to pay Bill Resolution 2021-17: Bills \$43,770.81 Payroll of \$53,286.04 for pay period ending 5/21/2021 and payroll of \$75,903.09 for pay period ending 6/4/2021 for a total of \$172,959.94. Seconded by Vaughn. Upon roll call, motion carried with Hoffee, Vaughn, Conn, Shoemaker, Hofstetter, and Polen voting aye.

REPORTS OF OFFICERS:

Chief Shaner: Andrea Mast turned in her letter of resignation for June 28, 2021. Motion made by Vaughn to accept the letter. Seconded by Shoemaker. Motion carried with Vaughn, Shoemaker, Polen, Hoffee, Hofstetter and Conn voting aye. Mayor Huebner asked Shaner if he was having any luck getting people in. Shaner replied that they had one dispatcher that was to begin in July, but then later called in and declined the position. He stated that we are currently 2 patrolmen and 1 dispatcher short.

Administrator Troyer:

DRB & P & Z Commission: DRB met June 2nd and tabled the COA application for the installation of awnings at 111 E. Jackson Street for the OSU Extension Office. They need to get actual dimensions of the awnings. The P & Z Commission met on June 2nd and recommended approval for the change of zoning district request submitted by Gateway Fellowship for 430 Hebron Street. The request is to change the zoning from B-1 (Village Business District) to SU (Special Use District) to allow for the use of the property as a secondary/post-secondary, adult, vocational and higher education center. The P & Z Commission also recommended a change of zoning district request submitted by Stenwood Development for a proposed housing development west of Forlow Street, to be accessed from Sill Street and Cary Street. The next step is to set a public hearing date for these rezoning applications. First available date, after 30-day advertising, is July 26 at 6:45 pm.

Troyer also stated that if everyone is on board, we will begin in person meetings scheduled June 28, 2021, at the Village Offices and it can be advertised at the same time as the meeting notice.

Resurfacing/Sidewalk Projects: Melway has finished up the paving today. All of the scheduled streets in town have been done, except the 241 repairs. We are waiting on Mid-Ohio to come in and do the curb work and sidewalks there. They are currently working on the Clinton Commons Building.

Airport Park: Vasco is tentatively scheduled to begin grinding up the old tennis courts in mid-June.

HDM Request: HDM has requested permission to have a map/literature holder installed at the Bags and CSB/Hub parking lots. They are only asking permission, not money. If they go over well, we will put one in at the old laundromat parking lot and down at the Depot. Hoffee asked if it would include all the businesses in town. Troyer stated that he is not sure, but he would assume it would and be updated as it goes. Conn stated that they have something down at the depot presently. Hofstetter stated that there is a similar sign on Grant Street, triangular sign. Troyer responded that yes, and there is a question of ownership of that sign. That the sign goes back to the MBA days, Millersburg Business Association, and hasn't been updated since the early 2000s, so it does have quite a bit of history on it. Troyer stated that he wasn't sure about lighting on this, since there is no service at either location, so maybe solar lighting work. Motion to give permission by Conn. Seconded by Polen. Upon roll call, motion carried with Conn, Polen, Vaughn, Conn, Shoemaker, and Hofstetter voting aye.

Village Electric Accounts: Aspen Energy has provided pricing quotes for electrical accounts from MP2 and Freepoint. Both came in at the following: 12 month-4.715 cents/kWh;

24 month-4.408 cents/kWh; 36 month-4.378 cents/kWh; 48 month-4.371 cents/kWh. Our current contract expires in July and is at 4.576 cents/kWh. However, talking with Free Point today, their prices changed: 12 month-4.715 cents/kWh; 24 month-4.489 cents/kWh; 36 month-4.426 cents/kWh; 48 month-4.405 cents/kWh. This is not aggregation; this is just village owned accounts. The new quotes came from Freepoint. MP2 had not responded by the time the meeting had started. Troyer stated that both companies are comparable in service, and he will prefer going with a 36 month or 48-month contract. Motion made by Hoffee to go with the cheaper of the two companies for 48 months. Seconded by Shoemaker. Upon roll call, motion carried with Hoffee, Shoemaker, Polen, Vaughn, Conn, and Hofstetter voting aye.

Personnel: Cole Woods has submitted a letter of resignation effective 6/18/2021. Requesting a motion to accept Cole's resignation and we will begin advertising for a replacement. Motion made by Hofstetter to accept his resignation. Seconded by Hoffee. Upon roll call, motion carried with Hofstetter, Hoffee, Shoemaker, Polen, Vaughn, and Conn.

Sale of Surplus Items: We held the sealed bid opening on 6/7/2021 with the following results. 2 of the benches brought \$51.50 each and the other 2 brought \$150.00 each. The vehicles sold for the following: 2001 Dodge - \$2200; 2005 F350-\$1200; 2005 Trailblazer-\$1600; 2014 Police interceptor - \$3768. Troyer stated that the police interceptor is going to Staten Island, NY.

There are 4 applicants for the Utility Clerk position. Interviews will be set up this week and a recommendation will be given at the next meeting. He also stated that Marty is willing to come back to work part time after the initial 60 days are up, to assist the new clerk and to help Nate.

Clerk-Treasurer Shaffer: Karen Cool-Miller: Received the signed acknowledgement that everyone received the monthly financial packets for May 2021.

Shaffer: Everyone should have received the 4 files via email for the 2022 budget: Estimated 2021 Cash Carry-over vs Differential from page 1; Summary of Expenditures and Receipts; Budget Request Items from the different departments; and the 2022 Financial Worksheet of the Budget. Shaffer noted that since personnel items keep changing, we are no longer going to be adjusting the spreadsheet on that, we will make a final spreadsheet at the time appropriations are done in November.

Hoffee: The facade outside the Village Offices looks terrible. Is \$25,000 enough to cover redoing that. Troyer stated that was an old quote but should be enough to cover it. It's not structural just visual: replace some of the wood, stone, and fascia board. However, with the price of lumber going up, it's hard to predict what it will cost. Shoemaker asked how the roof was. Troyer stated that Cole Wengerd was up there for a bird infestation and the roof seemed to be in good shape.

Hoffee: Airport Park, are we replacing or extending the playground equipment purchases? Troyer stated that the numbers are not for any of that equipment. That it is for ball field rehabs, base pegs, fence repair, benches, painting, etc. Troyer stated this year they had used that field quite a bit and wished he had known that it needed so much work. That the girls' softball teams are playing in Glenmont, and they would love to be able to play in that park again. Troyer also noted that all three roofs to the three buildings (concession stand, pavilion, and restrooms) have been replaced.

Hoffee: The storm sewer rehab on South Monroe noted in the budget, does that include the Covid money that we are expecting to receive. Shaffer replied that none of the numbers in the budget reflect any Covid dollars because we still aren't sure how much we are going to receive.

Hoffee: Addressing Troyer, she stated that they were told from the water/sewer department that they wouldn't be asking for another truck for 3 to 5 years, that it hasn't been 3 years. Troyer responded that it will be 2, however, where the request is placed on budget items, that it is one of the lower requests. That they don't desperately need it right now, so it probably could wait.

Hoffee: Asked about the \$30,000 mower for the water/sewer department. Troyer stated this is a medium sized bucket tractor that they can use to mow and use to clean out the genevac dump station. That right now they dump the Vacall and add water, break it out, stir it, break it out, then shovel it out in bins, which is very labor intensive. That if they had a bucket, it would be a lot easier and not be so hard on their backs.

Troyer: Utility billing software. Marty has since looked at a demo that is comparable to what we have now. This software was \$1700 one-time fee, a onetime conversion to transfer over was about \$800, and a box of postcards. The subscription-based software that they were looking at is way more expensive, but it has options that we don't need. Another option is staying with the current vendor that will charge \$15000 to get to their next program which is what they

are requiring. He said that we can get the other software for a lot cheaper, and to take that item out of the budget for \$15000 because we aren't going to be needing it.

Hoffee: What are we expecting for the cost of Health Insurance? Shaffer stated that we do not know. The numbers we have, we based it on a 10% increase. We estimated 7% for dental, and 1% for life insurance. Hofstetter stated that is why this is so hard to do a budget in June. Shaffer stated that we will fine tune it when appropriations are done. That the estimated revenue is more accurate, and at his point, more important.

Shoemaker: On the street sweeper, he noticed that Totally Outdoors has one, have we tried to talk to them about doing it. Troyer replied that yes, he has in the past. However, their street sweeper doesn't have water. With all the grime and everything on our roads, we need water to break it down some to sweep it off. That he is going to check with them and see about doing Rustic Acres and see how that goes. They are comparable to the company we had a couple of weeks ago. We are not at the point that we need one of our own because they are a high maintenance piece of equipment. Vaughn asked if he had talked to Sugarcreek or Loudonville to share items. Troyer stated that we had talked to Sugarcreek a couple years ago about sharing services with the Vac for the Sweeper, they never got back to us.

Shaffer: We will leave everything in the preliminary budget, except the \$15000 for utility software. Hoffee stated that it wouldn't matter till appropriation time because something could change. Budget hearing set for 6:50 pm on July 12.

Solicitor Hines: Had nothing to report.

Mayor Huebner:

LEGISLATION:

Mayor Huebner read Ordinance 2021-103 "An Ordinance Amending Zoning Map (Zoned Territory) Of The Village Of Millersburg" for the 2nd time by title only.

Mayor Huebner read Ordinance 2021-104 "An Ordinance Amending Zoning Map (Zoned Territory) Of The Village Of Millersburg" for the 2nd time by title only.

Shoemaker stated that Carey nor Sill Street are conducive to two-way traffic to W. Forlow. He doesn't want the construction company cutting the trees. That it will not be wide enough for first responders to get there. They are building 2 units on one city lot and will be very crowded. Vaughn enquired if there were standards for the streets. Troyer replied that he would have to look at where they start and stop, and if they are extending the public streets. Shoemaker stated that even from Robin's Terrace that people are still pulling over in the grass on Carey Street. Hofstetter stated that you run into that a lot. On Walnut St., Hofstetter stated, that you can have two-way traffic but that you have the same number of units on Maxwell and Cary Street. Shoemaker stated that Carey St only exists on paper. Huebner stated this can be debated in July when this comes up and it will need to go to planning and zoning before it comes here.

Mayor Huebner read Resolution 2021-16 "A Resolution Declaring The Necessity And Intention To Appropriate For Street And Parking Lot Purposes A Fee Simple Interest In And To A Certain Strip Of Property" for the 2nd time by title only.

COMMITTEE REPORTS:

OLD BUSINESS: Shoemaker enquired if anything was done about the street at the trailer court and the speeding problem. Troyer stated that would be a police issue and Shaner reported that the last meeting was the first he has heard about it. As of right now, nothing has been done.

Hoffee asked about the Strategic Committee Meeting. Troyer stated that the kickoff meeting is June 24th at 9:00 am. That it would be the Executive Committee and the Steering Committee (15 members) with two seats open for the council members to meet in the near future. This will be a meeting to get things going. The meeting will be located at the Commissioner's Building.

NEW BUSINESS: Hoffee: Received a phone call from a resident on Mad Anthony Street. Stated that in the parking lot by the old laundromat (the new parking lot), there are railroad ties and rocks. That Shane Cultice said that it was raining, and he slipped on them and "bungled" his knee. Hoffee stated that this is a huge liability for the village. Troyer agreed and had already talked to Pat at the street department to remove the railroad ties because they are at different levels and dangerous.

Hofstetter: We need new one-way traffic signage on W. Adams and N. Clay intersections. Stated that he saw 3 vehicles turn down that street. There are no stop signs facing that direction due to it being a one way, they just flew through the intersections. Stated today alone, he saw 6 people turn down that street. Troyer stated that he isn't aware if there is enough room there for other signs but maybe could use some road markers. Hofstetter also suggested that the signs that are up could be lowered because they seem to be up too high for people to see.

Shoemaker: At Grant & West Jackson St., there is overgrown brush obstructing motorist's view when pulling out onto W. Jackson St.

VIEWER COMMENTS: Requesting parking lots to be swept once a month. One suggestion was to put an attachment onto a skid loader to be able to sweep the parking lots.

EXECUTIVE SESSION: Motion made by Hoffee to adjourn into executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. Seconded by Polen. Upon roll call, motion carried with Hoffee, Polen, Vaughn, Conn, Hofstetter, and Shoemaker voting aye.

REGULAR SESSION:

EXECUTIVE SESSION ACTION: Motion made by Hoffee to increase Chief Shaner's pay to \$75,000. Seconded by Shoemaker. Upon roll call, motion carried with Hoffee, Shoemaker, Polen, Hofstetter, Conn, and Vaughn voting aye. Motion made by Conn to increase Administrator Troyer to \$80,000 per year. Seconded by Hofstetter. Upon roll call, motion carried with Conn, Hofstetter, Polen, Vaughn, Hoffee, and Shoemaker voting aye.

ADJOURNMENT: Motion made by Polen to adjourn the meeting. Seconded by Hofstetter. Upon roll call, motion carried with Polen, Hofstetter, Conn, Shoemaker, Hoffee, and Vaughn voting aye.

Approved Date _____

Karen Shaffer, Clerk-Treasurer

Jeff Huebner, Mayor