

The Council of the Village of Millersburg met in regular session on August 26, 2019 at 7:00 p.m. Mayor Huebner called the meeting to order followed by the Pledge of Allegiance. Clerk-Treasurer Karen Shaffer gave roll call and the following members were in attendance: Devone Polen, Brent Hofstetter, Robert Shoemaker, Junior Vaughn, Kelly Hoffee and Ruby Baird. Solicitor Robert Hines was also in attendance.

VISITORS: Lauren Weaver, owner of "Curl Up & Dye" addressed Council regarding the closing of S. Washington St. for the "First Friday" events. She obtained a copy of the minutes where Council approved the closing from 6:00 pm to 9:00 pm. She noted parking was blocked off at 1:30 and was done by an employee of the Jenny Wren. Weaver indicated her beauty shop is still open at that time and some of her elderly clients had no close parking available to them. This will affect her business if it continues. Administrator Troyer noted this was his fault, as he told them to put cones out in the parking spots as they became open during the afternoon. He assured Weaver that he will be more diligent in the future.

MINUTES: Motion made by Hofstetter to suspend the reading of the minutes of the previous meeting. Seconded by Shoemaker. Upon roll call, motion carried with Hofstetter, Shoemaker, Polen, Vaughn, Hoffee and Baird voting aye. Motion made by Polen to accept the minutes as presented. Seconded by Hoffee. Upon roll call, motion carried with Polen, Hoffee, Baird, Shoemaker, Vaughn and Hofstetter voting aye.

BILLS: Motion made by Vaughn to pay bill resolution 2019-24 bills \$77,590.21; payroll \$48,813.41; total \$126,403.62. Seconded by Hoffee. Upon roll call, motion carried with Vaughn, Hoffee, Hofstetter, Polen, Shoemaker and Baird voting aye.

REPORTS OF OFFICERS

Administrator Troyer:

Informed Council a meeting is scheduled for September 16 at Millersburg Elementary for the SRTS Program (East sidewalks).

Informed Council the preconstruction meeting was held last week for the 2019 Street Resurfacing & Sidewalk Program. Project areas were reviewed with the contractors. Melway is tentatively scheduled to begin resurfacing the last 2 weeks of September. Mid-Ohio Concrete is set to begin sidewalk and curb work within the next week or two. Property owners are being notified of the sidewalk work in their neighborhoods. There are 10-12 trees along Wooster Road, Hebron Street, and S. Washington Street that will need removed as part of the sidewalk projects. Costs for the removals are in addition to the bid amount.

Informed Council Perram Electric is looking to begin installation in the next week or two on the South Walmart Intersection Detection system.

Informed Council we have legislation on the agenda tonight on the EPA Sanitary Survey to update our backflow prevention ordinance as part of our compliance efforts.

Informed Council as requested by the donor/trustees of the Skate Park, we are creating a Request for Qualifications to send to consultants for the design phase of the project.

Informed Council we have compiled a Request for Quotes that is being distributed to tree services at this time. From the initial tree assessment that we had completed, we have identified 17 trees for removal in this effort. Pricing is to be provided per tree so we can best utilize the allocated funds. Additionally, there are 10-12 trees along Wooster Road, Hebron Street, and S. Washington Street that will need removed as part of the sidewalk projects.

Informed Council he received several requests to consider removing a parking space in two locations. Troyer noted one space is along N. Washington at the entrance to the parking lot owned by the La Palma Mexican Restaurant. The other is along N. Monroe St. near the exit of the parking lot/alley behind Critchfield Law Firm. Safety is the concern, as sight is impaired when exiting these lots. Troyer noted parking spots are to be 20' back from intersections and drives. Hoffee and Shoemaker noted they were not in favor of removing parking spaces; however, safety is the main concern. After some discussion, Hoffee moved to remove the two (2) parking spaces. Seconded by Hofstetter. Upon roll call, motion carried with Hoffee, Hofstetter, Baird and Vaughn voting aye. Polen and Shoemaker voted nay.

Informed Council the Mid Eastern District of ODOT will be meeting on the Transportation Improvement Plan. This meeting will be held at the Holmes County Library on Oct 3rd from 2:00 – 4:00 pm. A public session will be held from 6:00 – 7:00 p.m. on details of the capital improvement projects in our area.

Informed Council a request is being made to allow Pat Mellor, Street Superintendent/Cemetery Sexton to drive the Village owned vehicle back and forth to work. He is frequently called in after hours. Currently the Utility Superintendent, the Administrator and the Police Chief are permitted to drive the vehicles home. Mileage is accounted for from home to work; and work to home. The federal mileage rate is applied to the total miles driven and the employee is taxed on that amount (fringe benefits). A motion was made by Polen to approve

Mellor using the vehicle to travel back and forth to work. Seconded by Hofstetter. Upon roll call, motion carried with Polen, Hofstetter, Vaughn, Shoemaker, Hoffee and Baird voting aye.

Informed Council the Strategic Plan "Request for Qualifications" has been sent out to consultants.

Informed Council complaints have been received regarding parking issues along Fairview Ave.; E. Adams St.; and S. Alexander St. Hoffee noted residents are asking if parking spaces could be striped. If this were done, it is possible more vehicles could be accommodated. Troyer and Street Supt. Mellor measured these areas. There would be 30 spaces on E. Adams, 35 on Alexander and 15 on Fairview. Hoffee said many residents are in favor of "marked" parking spaces. She encouraged Council to go out and talk to the residents in the area to get their feedback and Council could discuss it at the next meeting. It was suggested that Troyer measure for parking spaces along W. Adams St. between S. Clay and S. Washington as well.

Clerk-Treasurer Shaffer: Informed Council of a request to install a flag pole at the entrance to the Cemetery. Shaffer noted funds would be available left from the Columbarium appropriation, as the total amount allocated was not used. There is \$2700 remaining. Motion made by Shoemaker to move forward with the flag pole installation. Seconded by Hoffee. Upon roll call, motion carried with Shoemaker, Hoffee, Polen, Hofstetter, Vaughn and Baird voting aye.

Informed Council the Medical Insurance will renew on Jan 1, 2020 with Aultcare. In preparation for the renewal, Council was asked if they wished to accept quotes from other carriers. If that is route they choose, employees would be required to complete a medical form online through "Form Fire", at which time quotes would be received from other carriers and they would be compared with the renewal from Aultcare prior to the Jan 1 renewal date. Council instructed Shaffer to proceed with additional quotes using "Form Fire".

LEGISLATION: Mayor Huebner read Resolution 2019-23 "A Resolution To Approve Millersburg Senior Living, LLC Application And Agreement For CRA Tax Incentives And Authorizing The Mayor To Sign The Agreement On Behalf Of The Village" for the second time by title only.

Mayor Huebner read Resolution 2019-25 "A Resolution To Express Approval And Support For The Development Of Various State And U.S. Bike Routes" for the first time by title only.

Mayor Huebner read Resolution 2019-26 "Resolution Accepting The Amounts And Rates As Determined By The Budget Commission And Authorizing The Necessary Tax Levies And Certifying Them To The County Auditor" for the first time by title only. Motion made by Hofstetter to suspend the rules requiring the second and third reading of Resolution 2019-26. Seconded by Hoffee. Upon roll call, motion carried with Hofstetter, Hoffee, Baird, Shoemaker, Vaughn and Polen voting aye. Motion made by Hoffee to pass and adopt Resolution 2019-26. Seconded by Baird. Upon roll call, motion carried with Hoffee, Baird, Polen, Hofstetter, Vaughn and Shoemaker voting aye.

Mayor Huebner read Ordinance 2019-106 "An Ordinance Amending Paragraph (A), (C) And (F) Of Section 925.17 Of Chapter 925 Of The Village Ordinances" for the first time by title only.

COMMITTEE REPORTS: Hoffee asked for reports of the Tree City Commission and Holmes Fire District 1 Board to be given for transparency. She noted reports of the P & Z Commission and the Design Review are given, and feels reports of other Boards should be given as well.

NEW BUSINESS: Shoemaker noted that the Park District is going to be tearing down the restrooms at the old fairgrounds. He feels the building is an asset to the area and it should remain. However, due to flooding in the area, something would need to be done. He spoke with Representative Darrel Kick who suggested contacting the Muskingum Water Shed District. Shoemaker noted since taxes are paid to the district, discussions should begin regarding dredging the Killbuck Creek to assist with flooding issues. Mayor Huebner suggested contacting our State Representatives as a starting point.

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

Approved Date _____

Karen Shaffer, Clerk-Treasurer

Jeff Huebner, Mayor