

ENTITY NAME: VILLAGE OF MILLERSBURG

BOARD NAME: MILLERSBURG VILLAGE COUNCIL

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 10/11/2021

START TIME: 7:00 P.M.

END TIME: 8:00 P.M.

MEETING LOCATION: COUNCIL CHAMBERS – 6 N WASHINGTON ST.; MILLERSBURG, OH 44654

CALLED TO ORDER BY: MAYOR, JEFF HUEBNER

RECORD OF PROCEEDINGS

COUNCILMEMBERS ROLL CALL

NAME:		NAME	PRESENT
Polen	Present	Shoemaker	Present
Hoffee	Present	Vaughn	Present
Conn	Present	Hofstetter	Present

IN ATTENDANCE

NAME:	VISITOR/EMPLOYEE	NAME:	VISITOR/EMPLOYEE
Jeff Huebner	Mayor	Nate Troyer	Administrator
Bob Hines	Solicitor	Matt Shaner	Police Chief
Karen Shaffer	Clerk-Treasurer	Karen Cool-Miller	Assist Fiscal Officer
Pat Mellor	Employee	Kevin Lynch	Daily Record
Melissa Patrick	WKLM		Choose an item.

APPROVAL OF PREVIOUS MINUTES

TYPE OF MEETING:		Regular	
SUSPEND READING OF MINUTES HELD ON:		9/27/2021	
MOTION BY:		Polen	
MOTION SECONDED BY:		Hoffee	
VOTING ROLL CALL:		VOTE:	
Polen	Yes	Shoemaker	Yes
Hoffee	Yes	Vaughn	Yes
Conn	Yes	Hofstetter	Yes
VOTING RESULTS:		YES: 6 NO: 0	
MOTION TO APPROVE BY:		Conn	
MOTION SECONDED BY:		Shoemaker	
VOTING ROLL CALL:		VOTE:	
Conn	Yes	Vaughn	Yes
Shoemaker	Yes	Hoffee	Yes
Polen	Yes	Hofstetter	Yes
VOTING RESULTS:		YES: 6 NO: 0	

APPROVAL OF BILLS

BILL RESOLUTION 2021- 30	Bills \$ 35,085.25	Payroll \$ 52,728.70	Total \$ 88,813.95
DISCUSSION: Hofstetter asked what the payment was to Millersburg Electric? Hoffee asked if it was for a refrigerator. Cool-Miller stated that yes it was a refrigerator.			
MOTION BY:		Hofstetter	
MOTION SECONDED BY:		Hoffee	
VOTING ROLL CALL:		VOTE:	
Hofstetter	Yes	Conn	Yes
Hoffee	Yes	Vaughn	Yes
Shoemaker	Yes	Polen	Yes
VOTING RESULTS:		YES: 6 NO: 0	

DEPARTMENT HEAD/OFFICIAL REPORT

DEPARTMENT:	POLICE DEPARTMENT
REPRESENTATIVE'S NAME:	CHIEF MATT SHANER
DISCUSSION: Wanted to thank Troyer and Pat Mellor, who was at the meeting, for the help with the Antique Festival. He stated that it went off without any major glitch and he appreciated everyone helping.	

DEPARTMENT:	ADMINISTRATION
REPRESENTATIVE'S NAME:	NATE TROYER
<p>DISCUSSION: DRB & P&Z Commission: DRB met on October 6th and tabled a sign request from Millersburg Brewing Company on 25 N Clay St for more information. P & Z met on the 6th and approved a variance request from Grace Church at 1667 S Washington St for signage and a lot split request from Saltcreek Properties at 505 Wooster Rd.</p> <p>Resurfacing/Sidewalk Projects: Spoke to Melway. They are waiting to complete the E. Jackson St (SR 39) / N. Crawford St (SR 241) intersection until the detour on SR 83 in Wayne County is done. That is a two-week project that started last week. If they started it now, traffic would have to be diverted from SR 83 and SR 241, which we don't want to have to do.</p> <p>Airport Park: The project has been completed with the final piece of planned fencing being finished. We are now looking into additional fencing and additional striping to add more pickleball courts if needed. Troyer stated that it has been very busy down there.</p> <p>Comprehensive Plan: The next workshop will be held on October 12th from 5:30 pm to 7:00 pm at the Holmes County Fairgrounds and the topic will be downtown / historic preservation.</p> <p>Quotes for AV System: We have had two quotes come in for an AV System for the Council Room (cameras and mics). Dove AV out of Talmadge would be around \$16,000 and Allstage out of Apple Creek would be \$12,629. We have the funds available, and we would like to have it done this year. It would consist of a mic at each seat at the table, a camera above the back doors, and a podium mic. It would capture everything. If anyone wanted to address the council, they would have to go to the podium. We can either live stream it or load it onto a thumb drive and download it. Hofstetter asked if he had ever talked to the gentleman, that had mentioned he does AV work, in one of the meetings. Troyer stated that he has talked to him several times, but he has been busy with being out of town and other projects. Troyer stated that he could get a quote from him. Hofstetter stated that he would like to keep it local if we can, Hoffee agreed. Troyer stated that he doesn't know he is strictly independent or if he works for a company but that we could talk about it.</p> <p>Executive Session: Personnel</p>	

DEPARTMENT:	FISCAL
REPRESENTATIVE'S NAME:	KAREN SHAFFER/KAREN COOL-MILLER
<p>DISCUSSION: Financial Packets: Cool-Miller asked if everyone got their financial packets. Yes, all had signed the form stating so.</p> <p>Health/Dental Insurance for 2022: Cool-Miller asked if anyone had any questions about insurance rates for 2022. Hoffee stated that she thought the rate was great. Shaffer stated she was thought it would be higher since the last two years have been 1% and 0% respectively. She also stated that some of their other clients got a significant higher rate. Shoemaker asked if they had said anything about a discount for Covid Vaccinations. Shaffer stated that we can't. It's not in federal regulations, laws, or ACA Plans. You can't require it, you can't not require it, because there is not anything there yet regarding health insurance. Shoemaker asked even if it was voluntary. Shaffer said no, even voluntary. Shoemaker stated that watching the news a lot of people's health insurance increases are due to covid. Shaffer stated no that stipulation is for those with over 100 employees and we don't have that. Hoffee stated that percentage was great (4.5%). Shaffer also stated that we had the rates for comparable plans if we left the traditional plan but those were higher. Hofstetter asked if we sent this offer back could we try to get a cheaper rate. Shaffer stated that she could try but with 0% in 2020, 1% in 2021, and just 4.5% now, it would be doubtful. Hoffee asked if we checked, and it came back higher, would we be stuck with the higher rate. Shaffer stated that it could because we haven't approved anything yet. Hofstetter stated that we need to "let sleeping dogs lie". Shaffer stated that we have had a lot higher increases in the past, so this is not a bad increase.</p>	
MOTION TO ACCEPT THE MEDICAL AND DENTAL INSURANCE RATES FOR 2022:	Hoffee

MOTION SECONDED BY:		Hofstetter	
VOTING ROLL CALL:		VOTE:	
Hoffee	Yes	Conn	Yes
Hofstetter	Yes	Vaughn	Yes
Shoemaker	Yes	Polen	Yes
VOTING RESULTS:		YES: 6 NO: 0	
<p>Payroll Rate Increases for 2022: Shaffer advised council that we will need to start thinking about the payroll rate increases for 2022. In the next couple of weeks, we will be working on those for the final appropriations, so we will need to have an idea of what they are thinking in order to proceed.</p> <p>Supplemental Appropriations and transfers for 2021: Shaffer stated that with all the different scenarios that have happened over the year with employees' wages, benefits, people coming and going, and retiring, we are going to have to adjust the books before the end of the year to cover that. We will work on legislation for that his week.</p>			

LEGISLATION

NUMBER:	Resolution 2021 - 29
TITLE:	"A Resolution Authorizing The Purchase Of Real Estate"
CLASSIFICATION:	Resolution
STATUS:	2nd Reading

NUMBER:	Resolution 2021 - 30
TITLE:	"A Resolution To Adopt The Solid Waste Management Plan For The Holmes County Solid Waste Management District"
CLASSIFICATION:	Resolution
STATUS:	2nd Reading

PRIOR BUSINESS

TOPIC:	Mosquito Spraying
PRESENTED BY:	Hofstetter
<p>DISCUSSION: Hofstetter asked where how much more mosquito spraying do we have for the year? Troyer stated that he spoke with Cool-Miller to check where we were with the funds last week. This weather hasn't been cooperative with not having a frost yet. Stated that he spoke with Holmes Pest Control and for now we will be going through the end of October as of right now.</p>	

NEW BUSINESS

TOPIC:	Leaf pick-up
PRESENTED BY:	Troyer
<p>DISCUSSION: Last year we started at the end of October. But with this weather we have been having, and leaves not turning as soon, it's hard to know. We will monitor the weather and decide. He stated that the boxes and machines are ready to go when we are.</p>	

EXECUTIVE SESSION

PURPOSE: Consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.			
MOTION BY:		Polen	
MOTION SECONDED BY:		Hofstetter	
VOTING ROLL CALL:		VOTE:	
Polen	Yes	Shoemaker	Yes
Hofstetter	Yes	Vaughn	Yes
Hoffee	Yes	Conn	Yes
VOTING RESULTS:		YES: 6 NO: 0	
INVITED INTO SESSION:		NAME: Pat Mellor – Street Department Superintendent	

EXECUTIVE SESSION ACTION (If Any)

ACTION: Huebner stated that we need a motion to extend the probationary period for Josiah Kandel for six months.			
MOTION BY:		Hoffee	
MOTION SECOND BY:		Shoemaker	
VOTING ROLL CALL:		VOTE:	
Hoffee	Yes	Conn	Yes
Shoemaker	Yes	Vaughn	Yes
Polen	Yes	Hofstetter	Yes
VOTING RESULTS:		YES: 6 NO: 0	

NEXT SCHEDULED MEETING

TYPE OF MEETING:	<u>Regular</u>
DATE:	<u>10/25/2021</u>
TIME:	7:00 PM
LOCATION: Council Chambers	6 N Washington St.; Millersburg, OH 44654

ADJOURNMENT

MOTION BY:		Polen	
MOTION SECONDED BY:		Hofstetter	
VOTING ROLL CALL:		VOTE:	
Polen	Yes	Hoffee	Yes
Hofstetter	Yes	Shoemaker	Yes
Conn	Yes	Vaughn	Yes
VOTING RESULTS:		YES: 6 NO: 0	

MINUTES PREPARED BY

SIGNATURE: Karen Cool-Miller	TITLE	DATE
	Asst Clerk - Treasurer	10/12/2021

ATTESTED BY

SIGNATURE: Karen Shaffer	TITLE	DATE
	Clerk-Treasurer	Click or tap to enter a date.

CERTIFICATION

SIGNATURE: Jeff Huebner	TITLE	DATE
	Mayor	Click or tap to enter a date.