



# VILLAGE OF MILLERSBURG

6 North Washington Street  
Millersburg, Ohio 44654  
FAX (330) 674-9044  
www.millersburgohio.com

**Jeff Huebner**, Mayor

**Kevin Brooks**, Village Administrator

**Karen Shaffer, CMC**, Village Clerk-Treasurer, Tax Administrator

**S. Thomas Vaughn**, Police Chief

**Nate Troyer**, Zoning Inspector

Village Offices (330) 674-1886

Income Tax (330) 674-6891

Police Department (330) 674-5931

The Council of the Village of Millersburg met in regular session on March 8, 2010 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, Mike Uhl, Junior Vaughn, Greg Hardesty, Jim Beechy, and Ruby Baird. Village Solicitor Robert Hines was also present.

**VISITORS:** Chris Sieverdes of Heritage Tourism Cooperative asked Council to consider becoming the "Pass-Through" government entity for a \$25,000 ODOT grant the non-profit group is receiving. Total dollars to be spent are \$31,250 of which HTC would match with \$6250. This grant is five parts and the first two parts were administered by the county. Components for the grant are to be partnering with the Park District for trail enhancements; supporting tree/flower plantings and beautification for the Village; and staffing and administration of the Millersburg Glass Museum and Visitor Center. Questions directed to Mr. Sieverdes were why they were not asking the county to finish with remaining three parts and what were the previous grants were used for. Sieverdes noted that instead of asking the County, the Village is being asked so that more of the efforts and funds can be directed to the Village. Council had concerns as to picking up the grant in the middle and wanted more research to be completed before making a decision.

Tom Wilke, HDM Manager, updated Council on the status of HDM. The annual membership drive has been successful so far with enough revenue to pay for office expenses and administrative fees. Wilke noted the "Girls Night Out" event was very successful. HDM is also contemplating organizing an adult Trick or Treat with local businesses. The next event will be Antiques in the Alley on May 8 and is organized by Phil & Caren Starr.

Wilke told Council the Old Fashioned Family 4<sup>th</sup> will be held on Saturday, July 3. The costs for fireworks are \$13,200. HDM is asking if the Village would provide \$5,000 of discretionary bed tax money to pay the deposit of \$3300 and \$1700 for promoting the event. Motion made by Uhl to approve the \$5000 disbursement to HDM. Seconded by Hardesty. Upon roll call, motion carried with Uhl, Hardesty, Polen, Vaughn, Beechy, and Baird voting aye.

**MINUTES:** Motion made by Beechy to suspend the reading of the minutes of the previous meeting. Seconded by Baird. Upon roll call, motion carried with Beechy, Baird, Hardesty, Vaughn, Uhl, and Polen voting aye. There were no additions or corrections. Motion made by Hardesty to accept the minutes as presented. Seconded by Vaughn. Upon roll call, motion carried with Hardesty, Vaughn, Polen, Uhl, Beechy, and Baird voting aye.

**BILLS:** Motion made by Uhl to pay bill resolution 2010-07 bills' \$69151.49, payroll \$39614.05; total \$108765.54. Seconded by Beechy. Upon roll call, motion carried with Uhl, Beechy, Baird, Hardesty, Vaughn, and Polen voting aye.

## **REPORTS OF OFFICERS:**

**Administrator Brooks:** Informed Council a meeting is scheduled with Scassa to discuss the SR 83 South Sidewalk project. The meeting is scheduled for Friday, March 12 at 10:30 and the remaining work and a timetable for completion will be decided.

Informed Council all materials are in for the well project and work will begin on March 15.

Informed Council the plans are complete for the Deer Run basket ball courts. The Village is reviewing them for changes or corrections. At this time, funds are not available for fencing, however it is possible bids will come in low enough that it may be added at the end of the project.

Informed Council the SR 62 stimulus paving project is set to start April 1, however, the Village is a part of several projects through ODOT and our portion is scheduled to begin July 5. All work within Village will be done overnight. In addition, Brooks noted that all funds will go through ODOT and the Village does not have any part in the financial transactions.

Informed Council the East Jones Street Reconstruction project was selected to go to the state level for project approval. The selection meeting is May 18th.

Informed Council a pre-bid meeting will be held on March 26 at 9:00 a.m. for the Trash Services Contract. The trash receptacles at the Courthouse, Rails to Trails, and throughout the downtown are included in the bid specs as well special events in the Village. (up to 6 events)

Informed Council Septage Receiving total for February is \$3692.00.

Informed Council a prospective sponsor for a community pool week contacted the Village. If our sponsor would submit \$3,000, Brooks asked if Council would allow the pool to open Monday, June 7th and we would have free admission through the night of Saturday, June 12<sup>th</sup>. This would give the Village an opportunity to market the pool and hopefully reach people that normally do not attend. Motion made by Beechy to accept the sponsor fees and open the pool for free swims from June 7 through June 12. Brooks also noted that Sherwin Williams quoted on paint for the pool, and costs are half of the previous amount spent. They also indicated their staff will paint curbs throughout the Village prior to the Antique Festival.

Reminded Council Antiques In The Alley is set for May 8th and August 7th. Starlight Antiques would like permission to close the alleys in the downtown (both sides), Court Street, and S. Monroe (if necessary). It is anticipated we will have 100 vendors. After discussion, a motion made by Beechy to approve all alley and the Court St. closing. Seconded by Hardesty. Upon roll call, motion carried with Beechy, Hardesty, Polen, Uhl, Vaughn, and Baird voting aye. After it is known how many vendors will be participating, a decision will be made on closing S. Monroe St.

Reminded Council of a quote from Shirts & Signs for 4 parking directional signs. The quote was given last year in the amount of \$440. Motion made by Hardesty to approve the purchase using discretionary bed tax funds. Seconded by Beechy. Upon roll call, motion carried with Hardesty, Beechy, Baird, Vaughn, Uhl, and Polen voting aye.

**Clerk-Treasurer Shaffer:** Presented the February 2010 Financial reports consisting of the Bank Reconciliation; Appropriation Summary, Fund Summary, Revenue Summary, Payment Summary, and Payroll. There were no questions or comments.

**EXECUTIVE SESSION:** Motion made by Uhl to adjourn into executive session to discuss the acquisition of land and personnel. Seconded by Polen. Upon roll call, motion carried with Uhl, Polen, Vaughn, Hardesty, Beechy, and Baird voting aye.

**ADDITIONAL ADMINISTRATOR ITEM:** Brooks noted for Council information, that the County Commissioners are willing to administer the grant proposed by Chris Sieverdes. The group needs to contact the commissioners to discuss the project to move forward.

**ADJOURNMENT:** Motion made by Polen to adjourn the meeting. Seconded by Uhl. Upon roll call, motion carried with Polen, Uhl, Vaughn, Hardesty, Beechy, and Baird voting aye.

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Date approved

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Karen Shaffer, Clerk- Treasurer

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Jeff Huebner, Mayor