



VILLAGE OF MILLERSBURG

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

Jeff Huebner, Mayor

Nathan Troyer, Village Administrator

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

S. Thomas Vaughn, Police Chief

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 January 11, 2016 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, Junior Vaughn, Robert Shoemaker, Kelly Hoffee and Ruby Baird. Solicitor Robert Hines was also in attendance.

MINUTES: Motion made by Baird to suspend the reading of the minutes of the Public Hearings held on December 28, 2015. Seconded by Polen. Upon roll call, motion carried with Baird, Polen, Hofstetter, Vaughn and Hoffee voting aye. Shoemaker abstained as he was not in attendance at those hearings. Motion made by Hofstetter to suspend the reading of the minutes of the regular session of Council held December 28, 2015. Seconded by Polen. Upon roll call, motion carried with Hofstetter, Polen, Baird, Hoffee, Shoemaker and Vaughn voting aye. Motion made by Polen to accept the minutes as presented. Seconded by Baird. Upon roll call, motion carried with Polen, Baird, Hofstetter, Vaughn, Shoemaker and Hoffee voting aye.

BILLS: Motion made by Vaughn to pay bill resolution 2016-01 bills' \$70603.39; payroll \$40465.67; total \$111069.06. Seconded by Hofstetter. Upon roll call, motion carried with Vaughn, Hofstetter, Baird, Hoffee, Shoemaker and Polen voting aye.

REPORTS OF OFFICERS:

Chief Vaughn: Informed Council Amanda Steele has completed her one-year probationary period as a patrolman. He recommended she be removed from probationary status retro-active to December 26, 2015. Motion made by Hofstetter to remove Steele from probationary status. Seconded by Polen. Upon roll call, motion carried with Hofstetter, Polen, Vaughn, Shoemaker, Hoffee and Baird voting aye.

Administrator Troyer: Informed Council the DRB and P & Z Commission met on January 6, 2016. The DRB approved a Certificate of Appropriateness application for wall signage at 60 West Jackson Street for La Palma Mexican Restaurant. The Planning and Zoning Commission approved the lot split submitted by Mark Taylor at 39 Taylor Alley. In addition, Troyer noted Council needs to appoint a representative of the body to the DRB to replace Jim Beechy. Hoffee volunteered. Motion made by Polen to appoint Hoffee to the DRB. Seconded by Shoemaker. Upon roll call, motion carried with Polen, Shoemaker, Baird, Hoffee, Vaughn and Hofstetter voting aye.

Informed Council he received the engineering agreement for the ODNR NatureWorks Funding-Clay Street Park project. Once Quicksall receives the executed agreement back they will proceed with plan preparation and submittal to ODNR for approval. After ODNR approval, we can begin soliciting bids and proceed with the project.

Informed Council the Park Committee met prior to Council meeting. The committee agreed to apply for ODNR funding for the construction of an additional pavilion near the bleachers at Deer Run Park.

Informed Council he met with Quicksall to begin looking at creating specs for the 2016 street paving program. Depending on the engineers estimate, we may be able to perform the following streets: North Washington (Jackson to Wooster Road); West Clinton (Clay to end); North School (Jackson to Massillon) East Adams (Monroe to Fairview); Marchand; Sill; Cary; Koch; Wise; Maxwell; Forlow; Diamond Alley; Woodland Drive; Perkins (Clay to end); Hub parking lot; Bags parking lot; Post Office parking lot. The parking lots include the alleys around them as well. Mayor Huebner also noted that ODOT will be paving SR 241 this fall as well.

Informed Council Septage Receiving for December was 138,760 gallons received for \$8,552.30. Kimble Recycling for December was 12.21 tons collected; 72.26 tons for the program year (10.23/57.41). In addition, the 2015 total for Septage Receiving was 1,735,585 gallons received for \$100,289.30. The Bulk Water Sales were 111,500 gallons sold for \$1,331.50. The Sludge Hauling was \$79,810.56 (as of 1/7/16).

Informed Council the 2015 permits processed were as follows: 22 zoning, 8 variance, 7 building, 2 lot split, 2 sign, 3 demo and 14 COA.

Informed Council Grasshopper provided a quote for installing flower baskets and maintenance/watering in the downtown area for a 23-25 week period. Several basket options were provided with associated costs. The option most appropriate for the budget is the H2O Labor Saver Baskets. Cost for 32 – 23” baskets and maintenance is an estimated total of \$10,480. The baskets will be reused every year. Motion made by Baird to approve the estimate. Seconded by Polen. Upon roll call, motion carried with Baird, Polen, Hofstetter, Vaughn, Shoemaker and Hoffee voting aye.

Informed Council a Cemetery Committee meeting will be scheduled in the near future to discuss rates and the possible installation of a columbarium.

Clerk-Treasurer Shaffer: Presented the December 2015 Financial Reports consisting of the Bank Reconciliation; Appropriation Summary, Fund Summary, Revenue Summary, Payment Summary, and Payroll. There were no questions or comments. Presented the 2015 Annual Financial Statements. There were no questions or comments.

Informed Council a notice was received from the Ohio Dept. of Liquor Control for a change of a liquor license location. The La Palma Restaurant (Cueraramo Inc) is moving from 214 W. Jackson to 60 W. Jackson. Council has the right to request a hearing. Council agreed that no hearing was needed.

Mayor Huebner: Provided a list of the 2016 Committee Appointments to Council. Informed Council they needed to establish the 2016 meeting dates/time. Council agreed the meetings will remain the same, the second and fourth Monday of each month at 7:00 p.m.

Asked Council to elect a 2016 Council President. Shoemaker nominated Baird for President. Polen nominated Hofstetter for President. A secret ballot was taken resulting in a 3 to 3 vote. Mayor Huebner broke the tie by the flip of a coin, with Hofstetter being named Council President.

Asked Council for a volunteer to be appointed as the Economic Development Advisory Board Rep. (Bed Tax). Shoemaker volunteered and was appointed by the Mayor.

LEGISLATION: Mayor Huebner read Resolution 2015-48 “A Resolution Annexing 16.108 Acres To The Village Of Millersburg” for the second time by title only.

Mayor Huebner read Ordinance 2015-108 “An Ordinance Amending Zoning Map (Zoned Territory) Of The Village Of Millersburg” for the second time by title only.

Mayor Huebner read Ordinance 2016-100 “An Ordinance Amending Paragraph (B) (1) Of Section 925.06 Of Chapter 925 Of The Village Ordinances” for the first time by title only. Councilwoman Hoffee noted she did some research. There may some grant funding available to purchase radio read meters through RCAP or Critical Infrastructure Assistance Grants. Administrator Troyer will check on these.

NEW BUSINESS: Councilman Shoemaker asked that consideration be given to making S. Alexander St. one-way (southbound) from Jackson to Adams due to the narrowness of the street. He has heard a complaint from a resident. Administrator Troyer will look into the matter.

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