

The Council of the Village of Millersburg met in regular session on January 14, 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, Jr Vaughn, Robert Shoemaker, Kelly Hoffee and Ruby Baird. Solicitor Robert Hines was also in attendance.

VISITORS: Anthony James addressed Council on the N Mad Anthony Street closure and why it is taking so long to fix. James stated the problem has existed for at least 10 years and is questioning why it has been neglected for so long. Administrator Troyer noted there have been potholes in the area over the years, but it wasn't until last May the village had a camera run through the system to actually see what was happening underground. He said potholes have been previously patched. The camera work was completed on the west side of the culvert after larger rocks were appearing in the channel. It was determined the rocks were coming from the arch that runs underground. Council member Kelly Hoffee noted there are potholes everywhere throughout the village, and when they pop up here and there, they do not become immediately suspicious that there could be a problem underground. Mayor Huebner added that as soon as the village receives the easements needed from property owners adjacent to the discharge channel on North Mad Anthony, they will be able to bid out the project and move forward. Troyer pointed out that the foundation of the retaining wall and the culvert adjoin the foundation of James' house. The weight wall, the head wall and the storm sewer are all tied together. Troyer noted the proposed plan is to move the culvert further south along Mad Anthony Street to bring it away from the house. James asked why he wasn't notified of the updates, and Troyer explained the village wasn't waiting for any right of way or easements from him and said if this would have affected him directly, he would have been notified.

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

BILLS: Motion made by Hoffee made to pay bill resolution 2019-01 bills \$226,243.32; payroll \$96,376.82; total \$322,620.14. Seconded by Hofstetter. Upon roll call, motion carried with Hoffee, Hofstetter, Polen, Vaughn, Shoemaker and Baird voting aye.

REPORTS OF OFFICERS

Administrator Troyer: Informed Council the DRB met January 2nd and approved sign certificates of appropriateness for Cottonwood Shanty at 65 West Jackson and Farmhouse Frocks at 45 West Jackson.

Informed Council the purchase of property (S. Washington/S. Clay "Y") was transferred to the Village of Millersburg on December 28 through the OPWC Clean Ohio Fund. Several members of the Tree City group met on Thursday January 10 to discuss next steps, scheduling etc. for the site improvement portion of the project.

Informed Council he is working on two easements for the North Mad Anthony Storm Sewer project (one perpetual/one temporary) from the property owner adjacent to the discharge channel of the culvert. Once this is done we can do the bid advertisement and proceed.

Informed Council SRTS Program (East sidewalks) kickoff meeting was January 14th. Individuals from the West Holmes, County, Law Enforcement and ODOT met. Project areas were discussed for sidewalks, infrastructure and cross walks. Areas concerning Millersburg would be sidewalks east of the school along E. Jackson St; N. School St; and School St/Port Washington/E. Jackson crossing.

Informed Council the plans are complete for the roof at the Street Dept. garage. We are currently waiting on the final costs which will include new lighting.

Informed Council he received a quote from One Call Now for an emergency notification system. The cost is \$375 and includes set up and the purchase of 3,000 credits. With this system, call credits must be pre-purchased. Periodically, we would need to check the system to see how many users are registered and make sure we have enough call credits to notify everyone. Troyer noted he also requested a quote from Blackboard Connect but has not received anything to date. With "One Call" users may sign up using text, call, email, etc. as their preference for receiving notifications. Additional credits may be purchased by the Village. To increase the plan to 12,000 credits, the cost would be approx. \$1213. Council opted to see what other services are available before making a decision.

Informed Council a determination of how to sell the Vector is needed. Previously, the trade in cost was estimated to be \$10,000. Troyer noted sealed bids could be taken, however if it was placed on GovDeals, the marketing area would be larger. He also asked if they would

like a reserve bid to be placed on the sale. After discussion, Council unanimously agreed to place the Vactor on GovDeals with a reserve net bid of \$10,000.

Informed Council he is currently working on compiling locations for the resurfacing program and sidewalk repairs/replacements that will fit in to the appropriation. We will be getting all this information to SJL as soon as possible to get plans and bid documents created. The areas he is looking at for resurfacing are in the northeast quadrant of town. In addition to the list below, he noted will be centerline striping Port Washington and E. Jones, paving around the PD garage, west end of Cary Street, adding curb on 241 and Mizer Alley, and re-doing the approach on Walnut Alley. The streets and alleys to be paved are: N. Monroe St, Hebron St, Tanager St, Critchfield St, Critchfield St. Ext, Ledges Dr, E Clinton St, Perkins Alley (Clay to Monroe), Mizer Alley, Clinton to 241 Alley, 241 to Tanager Alley, Walkup St, Hickory St, Walnut St, Rich St, Horn Alley (Rich St to dead end), Downy Alley (N Grant to Horn Alley), N Grant Alley (Walkup to Walnut), and Fisher Alley (N Grant to dead end). Areas are being reviewed for sidewalk repairs and replacements and he noted he is focusing on areas that don't currently have sidewalk or are highly travelled with poor sidewalks. Shoemaker suggested looking at N & S Mad Anthony St. as well.

Informed Council the 2018 Totals for Planning and Zoning were as follows: 14 zoning permits, 10 sign permits, 5 variances, 3 lot splits and 9 COA's. In addition, the December septage receiving total was 106,100 gallons for \$6,010, while the annual total was 602,130 gallons received for \$33,592.40. There were bulk water sales of 147,988 gallons for \$1794.88. Sludge hauling costs for the year were \$67,101.27.

Clerk-Treasurer Shaffer: Presented the December 2018 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 2018 Annual Financial Report. There were no questions or comments.

Mayor Huebner: Informed Council the Committee Appointments for 2019 will remain the same.

Informed Council they needed to establish the time and dates for regular sessions of Council. Council agreed to keep the same times as previously established (second and fourth Monday of each month at 7:00 pm).

Informed Council of the need to elect a Council President for 2019. Shoemaker nominated Kelly Hoffee. No other nominations were heard. Motion made by Shoemaker to elect Kelly Hoffee as Council President. Seconded by Baird. Upon roll call, motion carried with Shoemaker, Baird, Polen, Hofstetter, Vaughn and Hoffee voting aye.

Mayor Huebner appointed Les Roach to the village Records Commission. Motion made by Hofstetter to accept the appointment. Seconded by Baird. Upon roll call, motion carried with Hofstetter, Baird, Hoffee, Shoemaker, Vaughn and Polen voting aye.

LEGISLATION: Mayor Huebner read Resolution 2019-02 "A Resolution Authorizing The Transfer Of Sums From The General Fund To The Capital Project Sidewalk Repair And Replacement Fund" for the first time by title only.

OLD BUSINESS: Shoemaker asked if Council would like to move forward with the proposal from "One Call Now" as previously discussed. Council had no issues with entering into a contract to include 12,000. Motion made by Shoemaker to enter into a contract. Seconded by Hoffee. Upon roll call, motion carried with Shoemaker, Hoffee, Polen, Hofstetter, Vaughn and Baird voting aye.

NEW BUSINESS: Hoffee noted, as Chairwoman of the Parks/Cemetery Committee, she would be scheduling a committee meeting for some time in March.

Hoffee noted some items on the village website need updated. Troyer noted that a new website design was budgeted for this year so those issues will be corrected.

Hofstetter noted he was contacted by a resident on the two parking spaces along Sill St. These are only two spaces on Sill St. and are located directly north of the hospital parking lot, heading east bound. The street is narrow and there is some difficulty when motorists are turning into Sill St. and there is oncoming traffic. Motion made by Hofstetter to remove the two parking spaces on Sill St. Seconded by Hoffee. Upon roll call, motion carried with Hofstetter, Hoffee, Polen, Vaughn and Baird voting aye. Shoemaker voted nay.

Jr Vaughn asked Council to consider appropriating \$75,000 to \$100,000 to be used for tree trimming/removal throughout the Village for this year. Troyer noted the Tree City Commission is compiling a list of trees. He will provide a list with associated costs at the next meeting. Brent Schrock who attends the Tree City meetings is also the arborist for Holmes Wayne Electric and has been instrumental in identifying problem areas.

Chief Vaughn: Asked Council to approve the hiring of Frederick West as a patrolman. Motion made by Hofstetter to approve the hiring of Frederick West. Seconded by Polen. Upon roll call, motion carried with Hofstetter, Polen, Vaughn, Shoemaker, Hoffee and Baird voting aye.

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

Approved Date _____

Karen Shaffer, Clerk-Treasurer

Jeff Huebner, Mayor