



VILLAGE OF MILLERSBURG

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Jeff Huebner, *Mayor*

Nathan Troyer, *Village Administrator*

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

S. Thomas Vaughn, *Police Chief*

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Council of the Village of Millersburg met in regular session on May 12, 2014 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, Jim Beechy and Ruby Baird. Solicitor Robert Hines was also in attendance.

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, Shoemaker, Vaughn, Hofstetter and Polen voting aye. There were no additions or corrections. Motion made by Vaughn to accept the minutes as presented. Seconded by Beechy. Upon roll call, motion carried with Vaughn, Beechy, Polen, Hofstetter, Shoemaker and Baird voting aye.

BILLS: Motion made by Hofstetter to pay bill resolution 2014-09 Bills' \$31557.45; Payroll \$35952.34; total \$67509.79. Seconded by Beechy. Upon roll call, motion carried with Hofstetter, Beechy, Baird, Shoemaker, Vaughn and Polen voting aye.

REPORTS OF OFFICERS

Administrator Troyer: Informed Council P&Z met on May 7 and approved the lot split application on Critchfield Street from Habitat for Humanity. The Board also made a recommendation to Council to consider instituting an additional penalty for construction projects that are started without receiving permits. They have proposed that in cases where permits are not received, the building permit fee will be double the normal rate. This would be in addition to the existing penalties already in the Planning and Zoning Code for non-compliance. After some discussion Council was not in favor of additional penalties, rather the current penalties should be enforced.

Informed Council First Energy has identified a rate code that was skipped in the opt-out mailing list generation for the electrical aggregation. They have created a supplemental list for these skipped accounts that will be processed manually to include them in the program. This may take several weeks but they are working on it. The new contracted rate should be on the July billing at the latest.

Informed Council BP/Arcadis Monitoring Well construction is scheduled to take place this week depending on weather.

Informed Council the RCAP/GIS Project continues with locating and data collection. A project progress meeting is also scheduled for Thursday, May 15th.

Informed Council the required past billings and letters of authorization have been supplied to 3 companies (Aspen Energy, IGS Energy, and AEP Energy) to receive quotes for our the next contract for the Village's own electrical supply. Once all quotes are received a recommendation will be provided to Council.

Informed Council quotes were solicited from 2 pest control companies for the 2014 mosquito spraying and Bugs-R-Gone has been selected at \$450 per application. The quote from Holmes Pest Control was \$700 per application. Spraying will begin May 13 and continue bi-weekly through September 30th unless we deem additional spraying is necessary.

Informed Council interviews were conducted for an additional Street Dept. employee. Staff is requesting permission to hire James Strouse for the open position. Strouse has 14 years of equipment operations and has worked the last two winters under contract with ODOT. Starting pay is \$11.44 per the current pay resolution. Motion made by Beechy to approve the employment of James Strouse. Seconded by Baird. Upon roll call, motion carried with Beechy, Baird, Polen, Hofstetter, Vaughn and Shoemaker voting aye.

Informed Council he is requesting consideration of re-establishing cell phone reimbursement for the Utility Department. The main reason is the SCADA systems for both water and sewer systems communicate alarms and notifications via text message. They also use their phones throughout the day for communication since we don't have enough radios and no longer have pagers. He is proposing a reimbursement of \$25.00 per person per month for a total cost of \$1200.00 per year. After discussion, Council asked for more information such as how much the costs were to employees, frequency of the notifications, how may receive the text messages. Council also decided that if they deemed it necessary for the reimbursement, it should not be solely for the utility department; as other departments use their cell phones for Village business as well. Administrator Troyer will gather additional information.

Informed Council Septage Receiving for April totaled 228,500 gallons received for \$13,665.00.

Informed Council Melway Paving will install a skim coat of asphalt on the east bound lane of E Jackson St this week.

Clerk-Treasurer Shaffer: Presented the April 2014 Financial Reports consisting of the Bank Reconciliation; Appropriation Summary, Fund Summary, Revenue Summary, Payment Summary, and Payroll. There were no questions or comments.

Mayor Huebner: Read a Proclamation designating Police Memorial Day as May 15 and Police Memorial Week as the week in which May 15 falls.

Asked Council to set a date for the next regular session of Council due to the Memorial Day holiday. Motion made by Polen to hold the next regular session of Council on May 27 at 7:00 p.m. Seconded by Beechy. Upon roll call, motion carried with Polen, Beechy, Hofstetter, Vaughn, Shoemaker and Baird voting aye.

LEGISLATION: Mayor Huebner read Ordinance 2014-101 "An Ordinance For Reimbursement Of Incurred Repair Charges Due To Village Owned Utility Blockage, Plug, and Freezing Etc." for the third time by title only. Motion made by Hofstetter to pass and adopt Ordinance 2014-101. Seconded by Polen. Upon roll call, motion carried with Hofstetter, Polen, Baird, Beechy, Shoemaker and Vaughn voting aye.

OLD BUSINESS: Councilman Hofstetter asked what the status is on street sweeping. Admin. Troyer noted Buckeye Sweeping will be in on the 15th to sweep streets from Clinton to Adams/Grant to Crawford. The charge is \$125 per hour until finished or \$400; whichever is greater and an additional \$100 for travel charges.

EXECUTIVE SESSION: Motion made by Polen to adjourn into Executive Session to discuss the purchase or lease of personal or real property. Seconded by Beechy. Upon roll call, motion carried with Polen, Beechy, Hofstetter, Vaughn, Shoemaker and Baird voting aye.

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

Approved Date _____