



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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The Council of the Village of Millersburg met in regular session on August 22, 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. Solicitor Robert Hines was also in attendance. Motion made by Shoemaker to excuse Ruby Baird and Kelly Hoffee. Seconded by Hofstetter. Upon roll call, motion carried with Shoemaker, Hofstetter, Polen and Vaughn voting aye.

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

BILLS: Clerk-Treasurer Shaffer informed Council of the need for approval of a "Then and Now Certificate". The contract for Melway Paving for the 2016 Street Resurfacing was approved by Council on May 23, 2016, however the purchase order was not completed until August 15, 2016. Shaffer indicated Council is required to either approve or disapprove of any item over \$3,000 by instructing the Clerk to issue a "Then & Now Certificate" if approved. Motion made by Shoemaker to approve the Then & Now Certificate. Seconded by Hofstetter. Upon roll call, motion carried with Shoemaker, Hofstetter, Vaughn and Polen voting aye.

Motion made by Vaughn to pay bill resolution 2016-26 bills' \$740437.93; payroll \$38616.59; total \$779054.52. Seconded by Shoemaker. Upon roll call, motion carried with Vaughn, Shoemaker, Polen and Hofstetter voting aye.

REPORTS OF OFFICERS:

Administrator Troyer: Informed Council the Design Review Board will meet on September 7 to consider a Certificate of Appropriateness for signage for Shoemaker Custom Apparel, located at 95 West Jackson Street.

Informed Council AEP continues working on relocating poles for the ODOT 241 Slide Repair project.

Informed Council there is currently no update on the ODOT S.R. 241 Resurfacing. They are waiting on the slide repair project to be completed.

Informed Council the contractor is currently waiting on the permit/plan review to be completed by ECOHBA so the pavilion can be constructed at Clay Street Park. Once this is done, the project will be complete.

Informed Council we received notice that several letters of determination were needed from various State/Federal agencies as part of the application review on the Deer Run Trail Recreational Trails project. (Fall award announcement) These letters are being compiled and sent to ODNR.

Informed Council the Clay Street Park Donation Request has been tabled indefinitely as the donor has had some medical issues. A quote was received for resurfacing the basketball court with a sport surface. The cost is estimated at \$6800.

Informed Council the water and sanitary mains have been installed, testing has been completed and tap fees have been paid for the Hilltop Utility Extension. At this point, the property owner is having the existing services connected to the new mains.

Clerk-Treasurer Shaffer: Informed Council she received two requests for Discretionary Bed Tax Funds: 1.) Holmes County Historical Society asked for \$603 to pay remaining balance

for the new website design and maintenance. 2.) Holmes County Antique Festival asked for \$4350 to purchase a new trailer for the small stage. The current trailer has been rendered unusable and unsafe. A new trailer will allow the stage to be utilized for other groups as well. Motion made by Polen to approve both Discretionary Bed Tax requests. Seconded by Hofstetter. Upon roll call, motion carried with Polen, Hofstetter, Vaughn and Shoemaker voting aye.

Mayor Huebner: Informed Council an individual has offered to pay for 50% for the dog park construction if they could have the naming rights. Council had no objections.

LEGISLATION: Mayor Huebner read Ordinance 2016-103 “An Ordinance Establishing the Village of Millersburg Community Dog Park Fund” for the third time by title only. Motion made by Shoemaker to pass and adopt Ordinance 2016-103. Seconded by Hofstetter. Upon roll call, motion carried with Shoemaker, Hofstetter, Polen and Vaughn voting aye. Mayor Huebner read Ordinance 2016-104 “An Ordinance Regarding Future Distribution of Transient Occupancy Tax Collections for Economic Development within the Village” for the third time by title only. Motion made by Hofstetter to pass and adopt Ordinance 2016-104. Seconded by Vaughn. Upon roll call, motion carried with Hofstetter, Vaughn, Shoemaker and Polen voting aye.

Mayor Huebner read Ordinance 2016-105 “An Ordinance Amending the Definition of Accessory Buildings And/Or Structures” for the third time by title only. Motion made by Shoemaker to pass and adopt Ordinance 2016-105. Seconded by Polen. Upon roll call, motion carried with Shoemaker, Polen, Hofstetter and Vaughn voting aye.

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

Approved Date _____

Karen Shaffer, Clerk-Treasurer

Jeff Huebner, Mayor