



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 September 11, 2017 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 present.

VISITORS: Councilman Shoemaker asked Judy Lamp, HDM Director, why phones were not answered when he has called their office. Lamp noted they were moving offices and telecommunications were not hooked up when he probably called in. Shoemaker noted he wanted to make contact to let them know that Sycamore Run, Scenic View and the American Legion are working together to bring "Santa" to town on December 2 at 10:00 a.m. in the social hall of the Legion. Lamp noted HDM is having "Santa" on December 8 in conjunction with HDM's Christmas events.

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

BILLS: Motion made by Hoffee to pay bill resolution 2017-21 bills' \$69291.41; payroll \$42650.68; total \$111942.09. Seconded by Hofstetter. Upon roll call, motion carried with Hoffee, Hofstetter, Vaughn, Polen, Shoemaker and Baird voting aye.

Administrator Troyer: Informed Council the P&Z Commission approved the preliminary plat for Phase II of the Meadow Glen Subdivision. The next steps are design and review/approval of construction plans, construction of improvements, final platting etc. We also received the plat, petition and annexation agreement for St. John's Church. As you recall, they previously connected to our water service with the agreement that they would annex. This will be presented to P&Z in October for consideration and will proceed accordingly.

Informed Council some parts of the order (hardware/posts etc.) have shipped to Hardy Township for the Sign Grant.

Reminded Council the Medical Marijuana Webinar will be held on October 18th from 10-11 in Council Chambers.

Informed Council hydrant flushing will begin during normal working hours.

Informed Council the Tree City Commission will begin tree plantings in the tree lawns along S. Washington St. from Adams St. to the intersection of S. Clay and S. Washington St.

Clerk-Treasurer Shaffer: Presented the August 2017 Financial Reports consisting of the Bank Reconciliation; Appropriation Summary, Fund Summary, Revenue Summary, Payment Summary, and Payroll. There were no questions or comments.

Informed Council the Village received a Tree City donation in the amount of \$3,540. The money is marked to be used for tree planting around the Park District and the swimming pool. A supplemental appropriation resolution is ready for tonight's meeting in order to spend the donation this year.

Informed Council the Village received a donation for the Cemetery in the amount of \$5,000 and may be used without restrictions. Shaffer suggested depositing the funds into the Cemetery Endowment Fund to assist with the costs of constructing the columbarium. Motion made by Hoffee to deposit funds into the Cemetery Endowment Fund. Seconded by Hofstetter. Upon roll call, motion carried with Hoffee, Hofstetter, Baird, Shoemaker, Vaughn and Polen voting aye.

Informed Council she attended the Budget Hearing for Millersburg with the County Auditor. At the hearing, the Budget Commission suggested the Village use carry-over cash balances and include them in calculating estimated expenses. Shaffer said the State Auditor (during the recent audit) noted to use only estimated receipts/expenditures in calculating the next year's budget. Shaffer provided a history from 2011 thru the current year of appropriations, expenditures and year end cash balances. Expenditures items will be reviewed again at the time of appropriations.

Since Council will not be meeting again until October 9, Shaffer asked for permission to pay bills on or about September 26. Motion made by Shoemaker to approve payment of bills. Seconded by Hoffee. Upon roll call, motion carried with Shoemaker, Hoffee, Polen, Hofstetter, Vaughn and Baird voting aye.

MAYOR HUEBNER: Thanked Chief Vaughn and the Police Department for their involvement with the "Touch-A-Truck" event recently held.

LEGISLATION: Mayor Huebner read Resolution 2017-22 "Resolution Accepting The Amounts And Rates As Determined By The Budget Commission And Authorizing The Necessary Tax Levies And Certifying Them To The County Auditor" for the first time by title only. Motion made by Hofstetter to suspend the rules requiring the second and third reading of Resolution 2017-22. Seconded by Polen. Upon roll call motion carried with Hofstetter, Polen, Vaughn, Shoemaker, Hoffee and Baird voting aye. Motion made by Polen to pass and adopt Resolution 2017-22. Seconded by Hofstetter. Upon roll call, motion carried with Polen, Hofstetter, Baird, Hoffee, Shoemaker and Vaughn voting aye.

Mayor Huebner read Resolution 2017-23 "A Supplemental Appropriation Resolution For The General Fund And Declaring An Emergency" for the first time by title only. Motion made by Hoffee to suspend the rules requiring the second and third reading of Resolution 2017-23. Seconded by Polen. Upon roll call motion carried with Hoffee, Polen, Vaughn, Shoemaker, Hofstetter and Baird voting aye. Motion made by Baird to pass and adopt Resolution 2017-23. Seconded by Hoffee. Upon roll call, motion carried with Baird, Hoffee, Polen, Hofstetter, Shoemaker and Vaughn voting aye.

NEW BUSINESS: Councilwoman Hoffee asked why the alley between S. Clay and S. Washington was paved, only to be torn up. Administrator Troyer noted that a sewer line was plugged that was not known at the time of paving. The alley will be resurfaced when Melway returns to finish other small items. Cindy Rae Miller noted the gas company tore up a newly paved section of the alley behind Critchfield Law Firm. Troyer noted that will be repaired as well.

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