



# VILLAGE OF MILLERSBURG

6 North Washington Street  
Millersburg, Ohio 44654  
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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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Police Department (330) 674-5931

The Council of the Village of Millersburg met in regular session on October 13, 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, Junior Vaughn, Robert Shoemaker, Jim Beechy and Ruby Baird. Solicitor Robert Hines was also in attendance. Motion made by Beechy to excuse Councilman Brent Hofstetter. Seconded by Vaughn. Upon roll call, motion carried with Beechy, Vaughn, Polen, Shoemaker and Baird voting aye.

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, Polen, Vaughn and Shoemaker 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, Shoemaker and Baird voting aye.

BILLS: Motion made by Beechy to pay bill resolution 2014-25 Bills' \$27545.63; Payroll \$36450.32; total \$63995.95. Seconded by Vaughn. Upon roll call, motion carried with Beechy, Vaughn, Polen, Shoemaker and Baird voting aye.

## REPORTS OF OFFICERS

Chief Vaughn: Informed Council Amanda Steele successfully completed her one year probationary period. He requested Council approve Steele be removed from probationary status as of October 11, 2014. Motion made by Beechy to approve the request. Seconded by Polen. Upon roll call, motion carried with Beechy, Polen, Baird, Shoemaker, and Vaughn voting aye. Administrator Troyer: Informed Council the Design Review Board approved the Certificate of Appropriateness application request from Jake Miller for façade improvements at 144 and 146 West Jackson Street.

Asked Council for approval to re-appoint DRB members (retroactive to 1/14/14) for the terms of Mike McDowell, Melissa Biltz and Jim Beechy. Motion made by Baird to re-appoint McDowell, Biltz and Beechy. Seconded by Shoemaker. Upon roll call, motion carried with Baird, Shoemaker, Polen, Vaughn, and Beechy voting aye. Tom Wilke has resigned from DRB due to commitments on meeting nights. A replacement for his position is being sought.

Informed Council RCAP/GIS Project continues in the northeast quadrant of town with markings and locations.

Informed Council the committee for the Vacant Building Registry met last week to discuss how they'd like to see this proceed and have decided to revise the proposed legislation. Members of the committee are Judy Lamp, Nate Troyer, Tom Bird, Bob Shoemaker, Brent Hofstetter, and Sam Steimel. A draft copy of the ordinance has been prepared and submitted to the committee for their review prior to full distribution/presentation. Beechy asked for the draft ordinance to be included on the Village website as well.

Informed Council the application for the High Tank Project is being finalized at this time for the October 31st submittal deadline.

Informed Council through the first 3 months of the Kimble Recycling Program, we have collected 29.6 tons of recyclables. We were also informed that our incentive numbers are remaining the same as the previous year's program.

Informed Council the next HDM Event is "Boo In the 'Burg" scheduled for October 25th. Tickets for the paranormal walks are available at the Hotel Millersburg and the walks start at 7:00 P.M.

Informed Council Septage Receiving totals for September were 94,500 gallons received for \$6,545.00.

Informed Council leaf pick-up will begin on October 27th.

Informed Council he received a request from the American Legion to change one of the two parking spaces (one is handicap parking) in front of the Legion to an "Unloading Zone". On occasion, vehicles park there for several days. The Police Department has marked tires; however they must wait the required 48 hours before ticketing the vehicle. The request is to make the building more accessible for deliveries. Council discussed the matter with the Admin and the Chief. One space would not be enough to accommodate the large delivery trucks. In addition, if the unloading space were to be marked, it would not be solely for legion business. Chief Vaughn and the Administrator were not in favor of the restricted parking space. Council agreed that the space would remain a regular parking spot.

Clerk Treasurer Shaffer: Presented the September 2014 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 Holmes County Antiques Festival is requesting Discretionary Bed Tax funds in the amount of \$759.73. This amount is to be used for signage and canopies for moving the Antique Car Show back into town. Motion made by Beechy to approve the request.

Seconded by Polen. Upon roll call, motion carried with Beechy, Polen, Vaughn, Shoemaker and Baird voting aye.

While on the discussion of Discretionary Bed Tax, Shaffer asked Council if they would be approving the total amount of Heritage Ohio Dues of \$3950 for HDM. The required amount is \$2500 by resolution. Dues have increased and Council paid the entire amount last year. Funds are available for the dues. Motion made by Beechy to approve the \$3950 payment for dues.

Seconded by Polen. Upon roll call, motion carried with Beechy, Polen, Vaughn, Shoemaker and Baird voting aye. The balance remaining in Discretionary Bed Tax is now at \$1269.

Administrator Troyer suggested using the remaining balance in the account for tree replacement. Two areas for replacement are in front of Hotel Millersburg and the laundry mat. Motion made by Beechy to use remaining funds for tree replacement. Seconded by Shoemaker. Upon roll call, motion carried with Beechy, Shoemaker, Baird, Vaughn, and Polen voting aye.

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

Approved Date \_\_\_\_\_

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Karen Shaffer, Clerk-Treasurer

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Jeff Huebner, Mayor