



# VILLAGE OF MILLERSBURG

6 North Washington Street  
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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 November 9, 2015 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 and Jim Beechy. Solicitor Robert Hines was also in attendance. Motion made by Beechy to excuse Councilwoman Baird. Seconded by Shoemaker. Upon roll call, motion carried with Beechy, Shoemaker, Polen, Hofstetter and Vaughn voting aye.

**VISITORS:** Marcella Derrickson congratulated Mayor Huebner and Junior Vaughn on their re-elections. Derrickson noted through her recent campaigning, she heard numerous concerns from Village employees and residents of the Village. She presented a list of those concerns for Council and the Mayor to review and address. Mayor Huebner thanked her for the list.

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

**BILLS:** Motion made by Hofstetter to pay bill resolution 2015-34 bills' \$47,279.60; payroll \$36,656.58; total \$83,936.18. Seconded by Beechy. Upon roll call, motion carried with Hofstetter, Beechy, Polen, Vaughn and Shoemaker voting aye.

## **REPORTS OF OFFICERS:**

**Administrator Troyer:** Informed Council Design the Review Board/P&Z Commission met on November 4, 2015. The DRB approved the Certificate of Appropriateness applications from Antique Emporium annex for signage at 80 West Jackson, Holmes County Chamber for signage at 6 West Jackson, and a proposed mural at 25 North Clay Street. The P&Z Commission approved a variance request from the Chamber for their signage (exceeds square footage requirements) as well as a lot split from Tosca Creations at 34 South Crawford Street.

Informed Council DN Tanks has completed their portion of the High Tank Project. The interior coating is curing and we will disinfect and refill the tank starting November 23<sup>rd</sup>. The only remaining work is the installation of the telemetry for the tank. This is part of our local share of the project. The telemetry is expected to take one-half of a day to complete.

Informed Council we received notification from ODNR that the NatureWorks Funding for the Clay Street Park was awarded pending final approval by the State of Ohio Controlling Board. Contract agreements are being prepared for signatures. Troyer reminded Council, this is a 75% reimbursement grant so we will perform the project next spring and then submit for reimbursement (\$41,498.00 project/\$31,123.00 reimbursement). The project includes replacing the existing pavilion and the installation of a new play set conducive to younger children.

Informed Council his term is expiring as the Village OPWC District 14 Integrating Committee representative. The new term will start December 1<sup>st</sup> and is for 3 years if Council wished to re-appoint him. Motion made Beechy to re-appoint Troyer to the OPWC District 14 Integrating Committee.

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

Informed Council the October Septage Receiving was 117,200 gallons for \$6,856.00 and the October Recycling was 10.68 tons collected, 49.08 YTD (8.49/38.09).

Informed Council a public hearing will need scheduled for the Ray-Mar Heritage annexation and the re-zoning of the property upon annexation. Troyer suggested December 28, 2015 at 6:45. Council had no objections to the time of the hearing.

Informed Council the Catholic Church Storm Sewer project is complete. Baker Surveying will be finalizing the legal description and plat. Upon completion of that, the easement will be recorded.

Informed Council a training session will be held this Thursday on the RCAP-GIS project. Troyer will provide information at the next Council meeting.

**Clerk-Treasurer Shaffer:** Presented the October 2015 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 Historical Society is requesting Discretionary Bed Tax funds in the amount \$120.07. This amount will be combined with the balance of their Bed Tax Grant for the payment of a new logo design. Motion made by Beechy to approve the discretionary funds of \$120.07 to the Holmes County Historical Society. Seconded by Polen. Upon roll call, motion carried with Beechy, Polen, Shoemaker, Vaughn and Hofstetter voting aye.

Informed Council Aultcare submitted the renewal rates for the Dental Insurance effective January 1, 2016. The renewal is at a 2% increase and will increase the premium by \$370.20 annually. Motion made by Beechy to approve the dental insurance renewal of Aultcare. Seconded by Hofstetter. Upon roll call, motion carried with Beechy, Hofstetter, Polen, Vaughn and Shoemaker voting aye.

**LEGISLATION:** Mayor Huebner read Resolution 2015-35 “A Resolution Authorizing The Transfer Of Sums From The Water Operating Fund To The Water Repair And Improvement Fund” for the first time by title only.

Mayor Huebner read Resolution 2015-36 “A Resolution Authorizing The Transfer Of Sums From The Sewer Operating Fund To The Sewer Repair And Improvement Fund” for the first time by title only.

Mayor Huebner read Emergency Resolution 2015-37 “A Supplemental Appropriation Resolution For The General Fund And Declaring An Emergency” for the first time by title only. Motion made by Beechy to suspend the rules requiring the second and third readings of Resolution 2015-37. Seconded by Vaughn. Upon roll call, motion carried with Beechy, Vaughn, Shoemaker, Hofstetter and Polen voting aye. Motion made by Hofstetter to pass and adopt Resolution 2015-37. Seconded by Polen. Upon roll call motion carried with Hofstetter, Polen, Vaughn, Shoemaker and Beechy voting aye.

Mayor Huebner read Emergency Resolution 2015-38 “A Supplemental Appropriation Resolution For The Capital Project – High Tank Reservoir Painting Fund And Declaring An Emergency” for the first time by title only. Motion made by Shoemaker to suspend the rules requiring the second and third readings of Resolution 2015-38. Seconded by Beechy. Upon roll call, motion carried with Shoemaker, Beechy, Polen, Hofstetter and Vaughn voting aye. Motion made by Beechy to pass and adopt Resolution 2015-38. Seconded by Hofstetter. Upon roll call motion carried with Beechy, Hofstetter, Shoemaker, Vaughn, and Polen voting aye.

Mayor Huebner read Emergency Resolution 2015-39 “A Supplemental Appropriation Resolution For The Water Operating Fund And Declaring An Emergency” for the first time by title only. Motion made by Vaughn to suspend the rules requiring the second and third readings of Resolution 2015-39. Seconded by Polen. Upon roll call, motion carried with Vaughn, Polen, Hofstetter, Shoemaker and Beechy voting aye. Motion made by Beechy to pass and adopt Resolution 2015-39. Seconded by Polen. Upon roll call motion carried with Beechy, Polen, Shoemaker, Vaughn and Hofstetter voting aye.

Mayor Huebner read Emergency Resolution 2015-40 “A Resolution Authorizing The Transfer Of Sums From The Water Operating Fund To The Capital Project High Tank Reservoir Painting Fund And Declaring An Emergency” for the first time by title only. Motion made by Polen to suspend the rules requiring the second and third readings of Resolution 2015-40. Seconded by Shoemaker. Upon roll call, motion carried with Polen, Shoemaker, Hofstetter, Vaughn and Beechy voting aye. Motion made by Hofstetter to pass and adopt Resolution 2015-40. Seconded by Shoemaker. Upon roll call motion carried with Hofstetter, Shoemaker, Beechy, Vaughn and Polen voting aye.

Mayor Huebner read Emergency Resolution 2015-41 “A Resolution Authorizing The Transfer Of Sums From The General Fund To The Cemetery Operating Fund And Declaring An Emergency” for the first time by title only. Motion made by Polen to suspend the rules requiring the second and third readings of Resolution 2015-41. Seconded by Shoemaker. Upon roll call, motion carried with Polen, Shoemaker, Beechy, Vaughn and Hofstetter voting aye. Motion made by Beechy to pass and adopt Resolution 2015-41. Seconded by Vaughn. Upon roll call motion carried with Beechy, Vaughn, Polen, Hofstetter and Shoemaker voting aye.

**NEW BUSINESS:** Councilman Shoemaker asked if storage sheds required permits. Administrator Troyer noted that they are an accessory structure and require a permit.

**EXECUTIVE SESSION:** Motion made by Beechy to adjourn into executive session to consider the compensation of public employees. Seconded by Hofstetter. Upon roll call, motion carried with Beechy, Hofstetter, Polen, Vaughn and Shoemaker voting aye.**EXECUTIVE SESSION ACTION:** None.

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

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

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Karen Shaffer, Clerk-Treasurer

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Jeff Huebner, Mayor