



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 November 23, 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, Jim Beechy and Ruby Baird. Solicitor Robert Hines was also in attendance

VISITORS: Mark Leininger, Executive Director of Holmes County Economic Development Commission, spoke to Council on what the EDC is about. They work to support business development throughout the county through enterprise zones and Job's Ohio. They are a private non-profit entity. He encouraged the Village to contact him with any questions or assistance that he may be able to provide. A possibility exists EDC may be able to help with projects such as sewers and roads.

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. Motion made by Vaughn to accept the minutes as presented. Seconded by Hofstetter. Upon roll call, motion carried with Vaughn, Hofstetter, Polen, Shoemaker, Beechy and Baird voting aye.

BILLS: Motion made by Beechy to pay bill resolution 2015-42 bills' \$76,809.26; payroll \$40,379.27; total \$117,188.53. Seconded by Shoemaker. Upon roll call, motion carried with Beechy, Shoemaker, Baird, Polen, Hofstetter and Vaughn voting aye.

REPORTS OF OFFICERS:

Administrator Troyer: Informed Council the DRB will meet December 2, 2015 at 6:00 to review a COA application for signage at the Village Toy Shop, located at 113 West Jackson Street. Planning and Zoning will meet at 6:30 to review site plans and a front yard variance request for 187 E. Jackson St. (future site of T-Birds Restaurant).

Informed Council the High Tank Project is 99% complete. The tank will be disinfected, filled, and water samples of the tank will take place this week. The installation of the telemetry for the tank is in progress.

Informed Council the Village is awaiting the grant agreements for ODNR NatureWorks Funding for the Clay Street Park Improvements

Informed Council leaf pickup will end this Wednesday, November 25th.

Informed Council the GIS Project is complete. Troyer demonstrated the mapping programs to Council. The program has several layers and multiple search options available to assist village staff. The points included in the mapping are hydrants, water/sewer mains, valves, shut-offs and storm drains as well as many other features. An annual subscription will be entered into and this will allow updates to be completed. Troyer thanked Council for providing this GIS mapping tool. In addition, a cemetery mapping program is a possibility in the future. They have offered to let the Village use their equipment and will provide training. This project would take some time as there are approximately 7700 grave sites.

Clerk-Treasurer Shaffer: Informed Council all liquor licenses in the Village will renew on Feb 1, 2016. Council may object to any license renewal with a valid objection and a resolution must be

passed stating the reason. The objection must also include a statement from the Solicitor that the non-renewal request is based upon substantial legal grounds. Council agreed that an objection to any renewal is not warranted.

Informed Council the Village is now live on Ohio Checkbook.com and the expenditures for 2013 and 2014 are posted in detail.

Mayor Huebner: Presented the two-year contract of Robert Hines, Village Solicitor at a rate of \$100 per hour. Motion made by Beechy to approve the contract. Seconded by Baird. Upon roll call, motion carried with Beechy, Baird, Polen, Hofstetter, Vaughn and Shoemaker voting aye.

At the previous Council meeting, Marcella Derrickson submitted a list of concerns to Council and the Mayor. Mayor Huebner addressed some of those concerns. 1.) Inquired if the traffic signal in the downtown area could be placed on blinking during the hours of approx. 11:00pm to 4:00am. Response: With the set back of stop bars there would be blind turns. The site and less visibility would be a safety issue. 2.) Concerns with storm drains and water pooling that backs up into basements and garages, especially going east past the elementary school. Response: No one has contacted the Village of such conditions. 3.) Reported residents feel they do not receive return phone calls and/or timely responses when they contact the Village. Response: Mayor Huebner noted he always returns phone calls the same day, as well as office staff (providing they are in the office that day). 4.) Traffic signal at the Save & Serve side of S. Washington St. – buggies have been known to sit through several cycles without ever receiving a green light. Response: The light is operated off of a camera. The buggies are more than likely to close to the curb side and not in the center of the lane where traffic is detected best. 5.) Concerns over the sewer debt charge as to how much longer this fee is in place and the amount due on the loan. Response: The loan will be paid off in December 2024. The semi-annual payment is \$146,167.66 and the balance after the payment coming due this December will be \$2,606,188.84. The original loan amount was \$5,728,508.91. 6.) Concerns of the condition of the cemetery and leaning stones. Response: The Village has spent \$8,675 the last two years on re-setting stones, and \$3,000 is budgeted for this in 2016. An annual program is in place. 7.) Concerns that S. Monroe St. was paved with the Village knowing the storm drainage system was broken and in need of repair. Response: Neither the Mayor or the Administrator know what that concern is referring too. They are not aware of any issues along those lines.

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 second 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 second time by title only.

Mayor Huebner read Resolution 2015-43 “A Resolution Setting Wages and Salaries for Elected Officials, Salaried and Hourly Employees of the Village of Millersburg, and To Define Vacations, Sick Leave and Holidays” for the first time by title only.

NEW BUSINESS: Councilman Shoemaker asked if there is a list of buildable residential sites located in the Village. If there were to be one, the list could be given to contractors. Administrator Troyer noted there is not, but he would work on compiling a list.

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

Approved Date _____