



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 December 14, 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: Brent Hofstetter, Junior Vaughn, Robert Shoemaker, Jim Beechy and Ruby Baird. Solicitor Robert Hines was also in attendance. Motion made by Beechy to excuse Devone Polen. Seconded by Baird. Upon roll call, motion carried with Beechy, Baird, Hofstetter, Vaughn and Shoemaker voting aye.

VISITORS: Robert & Charlene Camacho and Wade Miller expressed their concerns to Council regarding the fill dirt being hauled in behind their properties along S. Washington St. The concern was that Tom Bird is filling in areas along the flood plain and this could create more flooding to resident's properties. There was a question by Charlene as to whether or not permits or any engineering is required. Pictures and maps were presented to Council for review. Administrator Troyer said he would contact Tom Bird to get more information and findings would be shared with Council, Camacho's and Miller.

In a related flooding matter, Councilman Shoemaker noted he spoke with Bob Gibbs about some assistance in dredging Killbuck Creek.

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

BILLS: Motion made by Vaughn to pay bill resolution 2015-44 bills' \$250954.50; payroll \$38874.79; total \$289829.29. Seconded by Beechy. Upon roll call, motion carried with Vaughn, Beechy, Shoemaker, Hofstetter and Baird voting aye.

REPORTS OF OFFICERS:

Administrator Troyer: Informed Council the DRB and P & Z met on December 2, 2015. The DRB approved a COA application for signage at the Village Toy Shop, located at 113 West Jackson Street and tabled a COA for the proposed restaurant at 187 East Jackson Street pending submittal of exterior design and material plans. The Planning and Zoning Commission approved the site plan and variance request for the front yard setback for the proposed restaurant at 187 East Jackson Street contingent on DRB approval of the exterior design plans.

Informed Council the High Tank was put back into service on Dec 4. The only remaining work is to finalize the telemetry upgrades and submit invoices to OPWC for reimbursement. This project will then be completely closed out.

Informed Council we received and signed the project agreements for the ODNR NatureWorks Funding-Clay Street Park project and have sent them back to Columbus for final signatures. We will be able to proceed with the project this spring. In addition, applications for the next round of funding are due in May of 2016. Funding could be applied for, for Airport Park improvements or an additional pavilion at Deer Run, or any other ideas Council may have. It was decided the Park Committee will meet January 11 at 6:00 p.m. to discuss options.

Informed Council he attended the Commissioners meeting on Dec. 10 where they discussed the Courthouse Lighting project for Christmas with a gentleman from Cambridge who does the Guernsey County Courthouse Lighting annually. At this point, information is being compiled to determine if this is something the County would like to pursue. If so, the project will require collaboration between the County, Village, Service Organizations and the private sector. Initial cost of the project is estimated at \$80,000 for material and lights, with an annual maintenance fee of approx. \$12,000 to \$13,000. The Commissioners, at this point are only asking if Council is interested in the concept. Council had no objections and is in favor of the project. Hofstetter suggested the Village pursue looking for additional parking areas throughout the village.

Informed Council Septage Receiving for November was 106,565 gallons received for \$6,235.20

Informed Council Kimble Recycling for November was 10.97 tons collected/60.05 tons ytd. (9.09/47.18 same period last year).

Clerk-Treasurer: Presented the November 2015 Financial Reports consisting of the Bank Reconciliation; Appropriation Summary, Fund Summary, Revenue Summary, Payment Summary, and Payroll. There were no questions or comments.

Presented a draft of the 2016 Appropriations. Capital items were noted with the largest item being \$750,000 for street paving. Council had no objections. A formal ordinance will be presented at the December 28 meeting.

Explained the proposed Amended Tax Ord 2015-106 on the agenda. The ordinance is needed and required of all municipalities collecting income tax to comply with HB5. HB5 makes municipal tax codes more uniform throughout the State of Ohio. Shaffer explained some of the changes from the current code such as, Occasional Entrants; Due dates; Penalty & Interest standardization; 2016 Deductions; Withholding thresholds; etc.

Mayor Huebner: Asked for approval to re-appoint Mike & Tracy McDowell to the Tree City Board for 2016 & 2017. Motion made by Hofstetter to approve the re-appointment. Seconded by Beechy. Upon roll call, motion carried with Hofstetter, Beechy, Vaughn, Shoemaker and Baird voting aye.

Presented a framed resolution given to the Village by Senator Larry Obhof in recognition of the recent Bicentennial.

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 third time by title only. Motion made by Beechy to pass and adopt Resolution 2015-35. Seconded by Baird. Upon roll call, motion carried with Beechy, Baird Shoemaker, Vaughn and Hofstetter voting aye.

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 third time by title only. Motion made by Vaughn to pass and adopt Resolution 2015-36. Seconded by Shoemaker. Upon roll call, motion carried with Vaughn, Shoemaker, Hofstetter, Beechy and Baird voting aye.

Mayor Huebner read 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 second time by title only.

Mayor Huebner read Ordinance 2015-106 "An Ordinance To Amend Chapter 181 Of The Codified Ordinances Of The Village Of Millersburg Regarding Municipal Income Tax" for the first time by title only.

Mayor Huebner read Emergency Resolution 2015-45 "A Resolution Authorizing The Transfer Of Sums From The General Fund To The Street Maintenance & Repair Fund And Declaring An Emergency" for the first time by title only. Motion made by Hofstetter to suspend the rules requiring the second and third reading of Resolution 2015-45. Seconded by Vaughn. Upon roll call, motion carried with Hofstetter, Vaughn, Shoemaker, Beechy and Baird voting aye. Motion made by Baird to pass and

adopt Resolution 2015-45. Seconded by Beechy. Upon roll call, motion carried with Baird, Beechy, Shoemaker, Vaughn and Hofstetter voting aye.

Mayor Huebner read Emergency Resolution 2015-46 "A Resolution Authorizing The Transfer Of Sums From The General Fund To The Police Pension & Disability 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 reading of Emergency Resolution 2015-46. Seconded by Hofstetter. Upon roll call, motion carried with Beechy, Hofstetter, Baird, Shoemaker and Vaughn voting aye. Motion made by Shoemaker to pass and adopt Resolution 2015-46. Seconded by Baird. Upon roll call, motion carried with Shoemaker, Baird, Beechy, Vaughn and Hofstetter voting aye.

OLD BUSINESS: Shoemaker asked if a list of vacant property has been compiled yet. Administrator noted it has not been completed yet. Shoemaker said once it is complete, he would be happy to contact the owners to see if the land was for sale, which could then be passed on to contractors.

COMMITTEE REPORTS: Jim Beechy presented the 2016 Bed Tax grants with funding recommendations from the Economic Development Advisory Board. Ten applications were submitted for the available amount of \$26,000. The requests totaled \$88,321.00. There was one incomplete application and four applications did not meet the criteria. The EDAB recommended awarding the Holmes County Antique Festival \$4,800; Holmes County Historical Society \$8,000; Antiques in the Alley \$4,500; and Holmes County Ag Society \$2,600, leaving \$6,100 to be carried over for future use. Beechy and Mayor Huebner expressed concerns about not awarding any funds to Historic Downtown Millersburg, even though the application was not complete. Beechy suggested that the funds be distributed as they were last year to Antiques in the Alley (\$4,375); Holmes County Historical Society (\$4,375); Antique Festival (\$4,375). One new applicant, the Holmes County Ag Society (\$2,600); and Historic Downtown Millersburg (\$10,000). Council had no objections to these awards as suggested by Beechy; however HDM will be informed that in the future the application must be complete. Motion made by Beechy to approve the funding as he suggested. Seconded by Baird. Upon roll call, motion carried with Beechy, Baird, Hofstetter, Vaughn and Shoemaker voting aye.

EXECUTIVE SESSION: Motion made by Hofstetter to adjourn into executive session to consider the purchase or sale of public property if the public interest would be hurt by the premature disclosure of the information. Seconded by Beechy. Upon roll call, motion carried with Hofstetter, Beechy, Baird, Vaughn and Shoemaker voting aye.

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

Approved Date _____

Karen Shaffer, Clerk-Treasurer

Jeff Huebner, Mayor