



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*

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 22, 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, Brent Hofstetter, Junior Vaughn, Robert Shoemaker, Jim Beechy and Ruby Baird. Solicitor Robert Hines was also in attendance.

MINUTES: Motion made by Beechy to suspend the reading of the minutes of the previous meeting. Seconded by Shoemaker. Upon roll call, motion carried with Beechy, Shoemaker, Polen, Hofstetter, Vaughn and Baird voting aye. There were no additions or corrections. Motion made by Baird to accept the minutes as presented. Seconded by Beechy. Upon roll call, motion carried with Baird, Beechy, Shoemaker, Vaughn, Hofstetter and Polen voting aye.

BILLS: Motion made by Vaughn to pay bill resolution 2014-34 Bills' \$36731.71; Payroll \$36687.45; total \$73419.16. Seconded by Beechy. Upon roll call, motion carried with Vaughn, Beechy, Polen, Hofstetter, Shoemaker and Baird voting aye.

REPORTS OF OFFICERS

Chief Vaughn: Asked Council for approval to officially hire Amanda Steel as a full time (probationary status) police officer and Ben Rubenstein as a full time (probationary status) dispatcher. Steele will move from dispatch to the road and Rubenstein will replace Steele in dispatch. These positions changes are due to the resignation of Justin Estill and will become effective December 27, 2014. Motion made by Beechy to approve the recommendations of Chief Vaughn. Seconded by Hofstetter. Upon roll call, motion carried with Beechy, Hofstetter, Polen, Vaughn, Shoemaker and Baird voting aye.

Administrator Troyer: Informed Council the RCAP/GIS Project is nearly complete with the mapping portion. There is approximately one more day of data collection.

Informed Council the OPWC District 14 Integrating Committee met on December 17th to recommend projects to the State for funding. Out of the 52 projects submitted, 22 were recommended for funding through SCIP dollars, 11 through LTIP dollars and 5 through Small Government funds. Our High Tank project ranked 19th out of the 22 recommended SCIP projects. All projects go to the State for final review so we should receive official approval after the first of the year.

Informed Council we are awaiting options, pricing, and code requirements to determine how we will proceed on office generator project.

Clerk-Treasurer Shaffer: Informed Council of an error on the previous Bill Resolution 2014-32. The correct amount of regular bills was \$20083.53, not \$48449.58 as listed. There was a typo in an amount listed.

Asked Council for approval to pay all invoices on December 31 to close out eligible purchase orders for year end. A list of what invoices are paid will be provided to them

separately. Motion made by Beechy to pay year end invoices. Seconded by Polen. Upon roll call, motion carried with Beechy, Polen, Baird, Shoemaker, Vaughn and Hofstetter voting aye.

REPORTS OF COMMITTEES: Jim Beechy recommended to Council the Bed Tax Grants for 2015 be awarded as the Economic Development Advisory Board previously stated. Awards are: Holmes County Antique Festival \$4375; Holmes County Historical Society \$4375; Antiques in the Alley \$4375; and Historic Downtown Millersburg \$11375. Motion made by Hofstetter to accept the grant awards as recommended. Seconded by Polen. Upon roll call, motion carried with Hofstetter, Polen, Vaughn, Shoemaker, Beechy and Baird voting aye.

EXECUTIVE SESSION: Motion made by Polen to adjourn into Executive Session to discuss personnel. Seconded by Baird. Upon roll call, motion carried with Polen, Baird, Beechy, Shoemaker, Vaughn and Hofstetter voting aye.

EXECUTIVE SESSION ACTION: Motion made by Beechy to terminate the janitorial service of Lyndsi's Cleaning Service effective immediately. Seconded by Hofstetter. Upon roll call, motion carried with Beechy, Hofstetter, Baird, Shoemaker, Vaughn, and Polen voting aye.

LEGISLATION: Mayor Huebner read Resolution 2014-31 "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 third time by title only. Motion made by Hofstetter to pass and adopt Resolution 2014-31. Seconded by Vaughn. Upon roll call, motion carried with Hofstetter, Vaughn, Polen, Shoemaker, Beechy and Baird voting aye.

Mayor Huebner read Ordinance 2014-105 "An Ordinance To Establish Chapter 1199 Of The Codified Ordinances Of The Village Of Millersburg, Ohio, Establishing A Tree City USA Board And To Establish Tree And Landscape Requirements" for the third time by title only. Motion made by Baird to pass adopt Ordinance 2014-105. Seconded by Beechy. Upon roll call, motion carried with Baird, Beechy, Shoemaker, Vaughn, Hofstetter and Polen voting aye.

Mayor Huebner read Ordinance 2014-106 "An Ordinance To Make Appropriations By Fund For Current Expenses And Other Expenditures Of The Village Of Millersburg, State Of Ohio, During The Fiscal Year Ending December 31, 2015" for the first time by title only. Motion made by Baird to suspend the rules requiring the second and third reading of Ordinance 2014-106. Seconded by Beechy. Upon roll call, motion carried with Baird, Beechy, Polen, Hofstetter, Vaughn and Shoemaker voting aye. Motion made by Beechy to pass and adopt Ordinance 2014-106. Seconded by Hofstetter. Upon roll call, motion carried with Beechy, Hofstetter, Polen, Vaughn, Shoemaker and Baird voting aye.

Motion made by Beechy to approve temporary appropriations in the amount of \$86000. Seconded by Baird. Upon roll call, motion carried with Beechy, Baird, Shoemaker, Vaughn, Hofstetter and Polen voting aye.

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 _____

Karen Shaffer, Clerk-Treasurer

Jeff Huebner, Mayor