



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 February 12, 2018 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, Robert Shoemaker, Kelly Hoffee and Ruby Baird. Motion made by Hoffee to excuse Councilman Junior Vaughn. Seconded by Polen. Upon roll call, motion carried with Hoffee, Polen, Hofstetter, Baird and Shoemaker voting aye.

VISITORS: Deryck Freudman of Utility Service Partners, presented a service line program to Council that could be offered to Village residents. The program would cover exterior water and sewer lines from the Village main line to each resident's home. If any repairs would be needed to the lines owned by the residents, this plan would cover the cost up to \$8500 per call, with no deductible. The rates to consumers are \$7.25 (sewer); \$5.25 (water) and \$9.49 (in-home plumbing) each a monthly charge. Billing could be monthly, quarterly or annually. The only thing the Village would be involved in is the use of Village letterhead and a letter to be sent out to residents. Final approval of the letter is done by Millersburg. Solicitor Hines noted he had completed some research and found that their customer comments were not favorable. Hines feels the Village should not be involved in any way, shape or form. He felt if this company wants to solicit business, it should be done entirely through them, not the Village. Freudman noted it is required to use the Village logo, as this is deemed a partnership. Hines reiterated his thoughts that in his opinion the Village should not be involved. Freudman will send a sample letter and forms for Council to review. Council agreed to make a decision at the next meeting.

Eric Smeby of the Millersburg Eagles presented a check for \$1000 to Chief Vaughn for the Police Auxiliary to assist with the construction of a garage. Chief Vaughn, Council and the Mayor thanked the Eagles for their donation.

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

BILLS: Motion made by Hoffee to pay bill resolution 2018-05 bills' \$89149.09; payroll \$91854.27; total \$181003.36. Seconded by Hofstetter. Upon roll call, motion carried with Hoffee, Hofstetter, Baird, Shoemaker and Polen voting aye.

REPORTS OF OFFICERS

Administrator Troyer: Informed Council the DRB met on February 7, 2018 and approved a COA for proposed signage at 137 West Jackson Street for Min's Barber Shop. The P&Z also met the same evening and approved the site plan for the proposed Holiday Inn Express at 1005 South Washington Street.

Informed Council the Clay Street Pavilion project finally received notification from ODNR that they reviewed the reimbursement request. They sent back several more items that need to be completed (submittal of an as-built drawing, recording of a notice of grant award, and proof of an ODNR sign being on the property) before they can finalize the reimbursement. All of the requested items have been submitted.

The executed agreement for the OPWC Clean Ohio Fund Application has been sent to the State and he is working on other front end documents at this time.

Informed Council there is no updates on the Downtown/Glen Drive Lighting project. He noted he has registered to attend a seminar on LED street lighting in March.

Informed Council the engineers estimate was received for the TAP (South sidewalks). The Letter of Interest was submitted to ODOT by the deadline. We will receive notification from the State on or around March 1st letting us know if we advance to the next phase (full application).

On the SRTS Program (East sidewalks), a meeting will be scheduled early spring with the school and OMEGA reps.

Informed Council Heritage Ohio was here on January 26th for the annual HDM evaluation. HDM scored 96 out of 100 and was again recertified.

Informed Council the bid specifications are being prepared for the 2018 Street Paving. Streets being considered are Glen Drive; Fairway Dr; Parkview Dr; Port Washington Rd; and Majora Lane. Preliminary estimates indicate that \$40,000 will remain in the paving funds. Troyer noted he would like to use those funds to complete a full-depth repair to Wooster Road.

Informed Council the contract with Kimble for trash service expires on June 30, and includes 5 – 1yr renewal options. After brief discussion, Council agreed to bid the service out instead of renewing.

Informed Council the Village received a petition from downtown merchants requesting we consider providing basic snow removal on Jackson Street following a significant snowfall. Council discussed removing snow from along the curbs in a more-timely manner and enforcing the 2” snow ban. As far as clearing sidewalks in the downtown area, the Village does not want the responsibility due to man power, nor the additional liability. HDM Director Judy Lamp will contact the downtown business to see if they would be interested in jointly contracting with a snow removal service.

Clerk-Treasurer Shaffer: Informed Council the postage machine lease will be expiring soon. The current lease is \$69.99 per month. The new quote for a new machine is \$68.901 per month. Motion made by Hoffee to accept the new quote from Neopost. Seconded by Shoemaker. Upon roll call, motion carried with Hoffee, Shoemaker, Baird, Hofstetter and Polen voting aye.

Presented the January 2018 Financial Reports consisting of the Bank Reconciliation; Appropriation Summary, Fund Summary, Revenue Summary, Payment Summary, and Payroll. There were no questions or comments.

Solicitor Hines: Informed Council a meeting is scheduled with the Prosecutor on March 2 to discuss the opinion of the Attorney General on the use of tractors (hauling passengers) in the Village.

LEGISLATION: Mayor Huebner read Resolution 2018-04 “A Resolution Annexing 5.780 Acres To The Village Of Millersburg” for the second time by title only.

Mayor Huebner read Ordinance 2018-101 “An Ordinance Establishing Amending Chapter 945 Of The Millersburg Ordinances Establishing A Columbarium At The Oak Hill Cemetery” for the first time by title only.

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

Approved Date _____

Karen Shaffer, Clerk-Treasurer

Jeff Huebner, Mayor