

The Council of the Village of Millersburg met in regular session on March 23, 2020 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, Tom Vaughn, Robert Shoemaker, Kelly Hoffee and Brad Conn. Solicitor Robert Hines was also in attendance. (Due to the coronavirus pandemic, the meeting was provided to the public via YouTube).

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

BILLS: Motion made by Hoffee to pay bill resolution 2020-09 bills \$69,903.25; payroll \$51,942.77; total \$121,846.02. Seconded by Hofstetter. Upon roll call, motion carried with Hoffee, Hofstetter, Vaughn, Polen, Shoemaker and Conn voting aye.

REPORTS OF OFFICERS:

Administrator Troyer: Informed Council the DRB is scheduled to meet on April 1st to review a COA application for McFarland Insurance at 11 South Washington Street. Also, the public hearing scheduled for April 13th at 6:50 PM has been changed to April 27th at 6:50 PM.

Informed Council the lighting systems for school crosswalks are ordered and we are awaiting arrival.

Informed Council we have received one delivery of some steel components for the skate park. Spohn continues to finalize construction plans.

Informed Council stump removals have begun, and Kidron Tree should be starting soon on the current list of tree removals.

Informed Council the Spring Clean Up Day is scheduled for April 25th from 8:00 – 12:00 at the Street Department. With the current pandemic, it is likely to be postponed.

Considering current conditions, Troyer asked for permission to suspend late fees and penalties for all utility account billings for the current quarter. He also requested to suspend our termination policy for the remainder of the year. We will reevaluate these items for future quarters as we move throughout the year. Motion made by Shoemaker to approve the requests. Seconded by Polen. Upon roll call, motion carried with Shoemaker, Polen, Hofstetter, Vaughn, Hoffee and Conn voting aye.

Informed Council he received a request to waive registration fees at Deer Run Park for the Paul Laney Memorial Tournament to be held July 24 and 25 as we have done in years past. Motion made by Polen to waive the fees. Seconded by Hofstetter. Upon roll call, motion carried with Polen, Hofstetter, Conn, Hoffee, Shoemaker and Vaughn voting aye.

Informed Council due to the pandemic, access to the Village Office is restricted. In addition, the Public Works and Utility Departments will each be splitting up with half working one week and the other half working the following week. Hopefully, this will keep employees safe and lower the risk of developing the virus, so that services can still be provided to residents. The Clerk and the Administrative Assistant will also be alternating days.

Clerk-Treasurer Shaffer: Asked Council to approve extending the filing deadline for 2019 Income Tax Returns to July 15. Motion made by Polen to extend the deadline. Seconded by Shoemaker. Upon roll call, motion carried with Polen, Shoemaker, Conn, Hoffee, Vaughn and Hofstetter voting aye.

LEGISLATION: Mayor Huebner read Emergency Resolution 2020-10 “A Resolution Authorizing Participation In The ODOT Road Salt Contracts Awarded In 2020; And Declaring An Emergency” for the first time by title only. Motion made by Hoffee to suspend the rules requiring the second and third readings of Resolution 2020-10. Seconded by Hofstetter. Upon roll call, motion carried with Hoffee, Hofstetter, Polen, Vaughn, Shoemaker and Conn voting aye. Motion made by Polen to pass and adopt Resolution 2020-10. Seconded by Hoffee. Upon roll call, motion carried with Polen, Hoffee, Conn, Shoemaker, Vaughn, and Hofstetter voting aye.

COMMITTEE REPORTS: Shoemaker noted he and Troyer met and identified 30 lots in the Village that are buildable. He will contact property owners and builders to arrange a meeting in the future.

Hofstetter noted he submitted a list of abandoned alleys that could be vacated.

NEW BUSINESS: Hoffee noted that as a way of keeping our community together during the coronavirus crisis, there are things everyone can do. She suggested the making of face masks, checking on neighbors, going to the store for those unable to go, and sending cards to residents in local nursing homes.

Mayor Huebner asked Council how they would like to proceed for the next meeting. Council agreed to cancel the meeting for April 13th. Motion was made by Shoemaker to allow the Clerk to pay bills and payroll. Seconded by Conn. Upon roll call, motion carried with Shoemaker, Conn, Hoffee, 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, Hoffee and Conn voting aye.

Approved Date _____

Karen Shaffer, Clerk-Treasurer

Jeff Huebner, Mayor