

ENTITY NAME: VILLAGE OF MILLERSBURG

BOARD NAME: MILLERSBURG VILLAGE COUNCIL

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 4/11/2022

START TIME: 7:00 P.M.

MEETING LOCATION: COUNCIL CHAMBERS – 6 N WASHINGTON ST.; MILLERSBURG, OH 44654

CALLED TO ORDER BY: MAYOR, JEFF HUEBNER

RECORD OF PROCEEDINGS

COUNCILMEMBERS ROLL CALL

NAME:		NAME	PRESENT
Polen	Present	Shoemaker	Not Present
Hoffee	Present	Vaughn	Present
Conn	Present	Hofstetter	Present

MOTION TO EXCUSE:	Shoemaker	Hines	
MOTION BY:	Hoffee	MOTION SECONDED BY:	Polen
VOTING ROLL CALL:			
Hoffee	Yes	Polen	Yes
Conn	Yes	Vaughn	Yes
Hofstetter	Yes		
VOTING RESULTS:	YES: 5 NO: 0		

IN ATTENDANCE

NAME:	VISITOR/EMPLOYEE	NAME:	VISITOR/EMPLOYEE
Jeff Huebner	Mayor	Nate Troyer	Administrator
Karen Shaffer	Clerk-Treasurer	Matt Shaner	Police Chief
Melissa Patrick	Visitor	Kevin Lynch	Visitor

APPROVAL OF PREVIOUS MINUTES

TYPE OF MEETING:	Regular		
SUSPEND READING OF MINUTES HELD ON:	3/28/2022		
MOTION BY:	Hofstetter		
MOTION SECONDED BY:	Vaughn		
VOTING ROLL CALL:			
Hofstetter	Yes	Vaughn	Yes
Polen	Yes	Hoffee	Yes
Conn	Yes		
VOTING RESULTS:	YES: 5 NO: 0		
MOTION TO APPROVE BY:	Polen		
MOTION SECONDED BY:	Conn		
VOTING ROLL CALL:			
Polen	Yes	Conn	Yes
Hoffee	Yes	Vaughn	Yes
Hofstetter	Yes		
VOTING RESULTS:	YES: 5 NO: 0		

APPROVAL OF BILLS

BILL RESOLUTION 2021-10	Bills \$53,400.76	Payroll \$53,563.61	Total \$106,964.37
MOTION BY:	Hoffee		
MOTION SECONDED BY:	Vaughn		
VOTING ROLL CALL:			
Hoffee	Yes	Vaughn	Yes

Polen	Yes	Hofstetter	Yes
Conn	Yes		
VOTING RESULTS:		YES: 5	NO: 0

DEPARTMENT HEAD/OFFICIAL REPORT

DEPARTMENT:	ADMINISTRATION
REPRESENTATIVE'S NAME:	ADMINISTRATOR, NATE TROYER
<p>DRB & P&Z Commission: Informed Council P&Z met April 6th and approved a lot split request from Saltcreek Properties as well as Final Site Plan for B&L Transport's new facility.</p> <p>Resurfacing/Sidewalk Projects: Informed Council Melway Paving submitted the lone bid for the 2022 resurfacing project with a bid of \$263,667.75. Appropriations for 2022 are \$260,000. Troyer noted part of the project involves raising manholes on S. Washington St. which is a part of a state highway, so State Highway Funds can be used for that portion to offset the shortfall on appropriations. He has reviewed the bid submittal and is recommending awarding the project to Melway. Motion made by Hoffee to award the bid to Melway Paving. Seconded by Polen. Upon roll call, motion carried with Hoffee, Polen, Vaughn, Hofstetter, and Conn voting aye. Vote: Yes – 5 No – 0</p> <p>ARPA Projects: Informed Council survey work has begun for the projects. He is also preparing a CDBG application to apply for any additional funds that may be needed to complete both projects.</p> <p>Council Chambers A/V: Alstage has received most of the equipment for the audio/visual project for Council Chambers and has been told the remaining pieces will be delivered by the end of the month. If so, we will be looking at installation early May.</p> <p>Dump Truck Replacement: Informed Council the quote being considered is for a Mac Granite Truck as this is the only one available for the year. The truck is a single axle, dump bed w/plow at a cost of \$184,078. Appropriations are for \$185,000. To add on the salt spreader, the cost would be around \$193,000. Discussion was had on to add the spreader or look at adding that option at a later time, since it would not be needed until next winter. To lock in the price of the truck, a decision will need to be made. Motion made by Hoffee to proceed with the truck purchase and review the spreader at a later date. Seconded by Conn. Upon roll call, motion carried with Hoffee, Conn, Vaughn, Hofstetter, and Polen voting aye. Vote: Yes – 5 No – 0</p> <p>Water Ordinance Amendment: Informed Council the ordinance amending section 925.06 of the water ordinances is on the agenda for first reading. Currently the ordinance provides that a \$75 fee for a meter/horn be charged to customers. The cost to the Village to purchase these items has risen to \$179.77. This amendment will allow the Village to recover the full cost of the supplies by stating the fees shall be what the current material costs are at the time of need. Troyer noted, this is only to cover the costs, and not to generate revenue.</p>	

DEPARTMENT:	FISCAL
REPRESENTATIVE'S NAME:	CLERK-TREASURER, KAREN SHAFFER
<p>March Financial Statement: Presented the March Financial Statement and acknowledgement form that Council received the report consisting of the Bank Reconciliation; Appropriation Summary, Fund Summary, Revenue Summary, Payment Summary, and Payroll.</p>	

LEGISLATION

NUMBER: Resolution 2022-09	Mayor read by title only
TITLE: A Resolution Authorizing Participation In The ODOT Road Salt Contracts Awarded In 2022	
CLASSIFICATION:	Resolution
STATUS:	2nd Reading

NUMBER: Ordinance 2022-100	Mayor read by title only
TITLE: An Ordinance Amending Section 925.06 (d) Of The Water Ordinances	
CLASSIFICATION:	Introduction
STATUS:	1st Reading

NEW BUSINESS

TOPIC:	Lion's Club – Hometown Hero's
PRESENTED BY:	Brent Hofstetter

DISCUSSION: The Lion's Club is involved in the Hometown Hero project. Banners have been purchased by individuals and will be installed throughout the downtown, honoring local veterans. To date, 40 banners have been purchased and will be installed on the metal poles from the west edge of town to the elementary school from Memorial Day to the 4th of July. Hofstetter noted there are not enough metal poles and Administrator Troyer talked to AEP for the possibility of using their wooden poles. AEP is agreeable and in favor of the project. One concern was that an ordinance prohibits signs/banners to be attached to wooden poles. Hofstetter asked if there was a possibility of waiving that for a one-year period for the Lion's Club for the Hometown Hero's Project only. Motion made by Polen to approve the waiver and allow the banners for one-year. Seconded by Hofstetter. Upon roll call, motion carried with Polen, Hofstetter, Vaughn, Conn, and Hoffee voting aye. Vote: Yes – 5 No – 0

NEXT SCHEDULED MEETING

TYPE OF MEETING:	<u>Regular</u>
DATE:	<u>4/25/2022</u>
TIME:	7:00 PM
LOCATION: Council Chambers	6 N Washington St.; Millersburg, OH 44654

ADJOURNMENT

MOTION BY:	Polen		
MOTION SECONDED BY:	Hofstetter		
VOTING ROLL CALL:			
Polen	Yes	Hofstetter	Yes
Hoffee	Yes	Conn	Yes
Vaughn	Yes		
VOTING RESULTS:	YES: 5 NO: 0		

MINUTES PREPARED BY

SIGNATURE: Karen Shaffer	TITLE	DATE
	Clerk-Treasurer	4/18/2022

ATTESTED BY

SIGNATURE: Karen Shaffer	TITLE	DATE
	Clerk-Treasurer	4/25/2022

CERTIFICATION

SIGNATURE: Jeff Huebner	TITLE	DATE
	Mayor	4/25/2022