

**PUBLIC HEARING**  
**April 27, 2020**

The Council of the Village of Millersburg met for a Public Hearing (via ZOOM/YouTube) on April 27 at 6:50 p.m. Mayor Huebner called the hearing to order. Council members in attendance were: Devone Polen, Brent Hofstetter, Tom Vaughn, Robert Shoemaker, Kelly Hoffee and Brad Conn.

The purpose of the hearing was for Council to accept comments on the proposed zoning change request for property at 1 Trail Drive. The request was made to change the zoning from R-3 Residential to Special Use. This would allow lots 236, 237, 250, 251, and 252 to be rezoned for the Holmes County Park District. A new maintenance building will be constructed on one of the lots. Letters were sent to adjoining property owners. No objections were received.

An ordinance will be presented this evening for first reading to approve the zoning change.

With no further business, Mayor Huebner closed the hearing.

**REGULAR SESSION**

The Council of the Village of Millersburg met in regular session on April 27, 2020 at 7:00 p.m. via ZOOM. The meeting was streamed on YouTube for public viewing. 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.

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

**BILLS:** Motion made by Hofstetter to pay bill resolution 2020-11 bills \$310,449.07; payroll \$99,718.58; total \$410,167.65. Seconded by Hoffee. Upon roll call, motion carried with Hofstetter, Hoffee, Vaughn, Polen, Shoemaker and Conn voting aye.

**REPORTS OF OFFICERS:**

**Chief Shaner:** Informed Council Tyler Larson successfully completed his year of probation. Shaner requested approval to place Larson on full-time permanent status. Motion made by Vaughn to approve the request. Seconded Polen. Upon roll call, motion carried with Vaughn, Polen, Hofstetter, Shoemaker, Hoffee and Conn voting aye.

**Administrator Troyer:** Informed Council the DRB is scheduled to meet on May 6, 2020 to review a COA application for signage at 113 and 121 West Jackson Street (projecting signs for Antique Emporium and Village Toy Shop). The P&Z Commission will also meet May 6 to review a variance request from Habitat for Humanity who is seeking a variance from the minimum square footage of a residence for a proposed new home on Kenton Alley.

Informed Council the advertisement is posted on ODOT's website and consultants are working on responses for the TAP (South sidewalk) project.

Informed Council we received the user activated crosswalk signals and are working on scheduling assembly and installation in conjunction with SRTS Program (East sidewalks).

Informed Council Spohn Ranch has been on site for a few weeks and are making progress as the weather allows. There was an adjustment in the layout of the park to better fit the topography, but all the components remain the same.

Informed Council the Resurfacing/Sidewalk Projects bid advertisement is out. The bid opening will be May 8<sup>th</sup> at 10:00 AM.

Informed Council Spring Clean Up Day is postponed until further notice.

Informed Council the Tree City Arbor Day planting was completed Friday, April 24<sup>th</sup> along East Jackson Street. Tree City has also identified 12 additional planting locations for the spring round of plantings.

Informed Council Mosquito Spraying will commence on May 5<sup>th</sup> weather permitting. Council agreed to proceed with the spraying weekly.

Informed Council the Chamber of Commerce office requested a 10-minute parking spot in front of their building. This would allow them to deliver brochures and other information to tourists waiting in their vehicles during the COVID-19 pandemic. The spot would be temporary to get through all of the restrictions. Motion made by Hoffee to approve the temporary parking

spot. Seconded by Shoemaker. Upon roll call, motion carried with Hoffee, Shoemaker, Conn, Vaughn, Hofstetter and Polen voting aye.

Informed Council he is considering bringing all employees back to regular shifts on May 4 and asked for their opinion. He stated that currently it is difficult to catchup on the workload, especially mowing. Council agreed to go back to regular shifts. Masks will be provided to employees. Employees will also be asked to take their temperature daily and to stay home if they are sick.

**Clerk-Treasurer Shaffer:** Presented the March 2020 Financial Reports consisting of the Bank Reconciliation; Appropriation Summary, Fund Summary, Revenue Summary, Payment Summary, and Payroll. There were no questions or comments. A roll call was completed to confirm all members received the report. All commented aye.

**LEGISLATION:** Mayor Huebner read Ordinance 2020-101 "An Ordinance Amending Zoning Map (Zoned Territory) Of The Village Of Millersburg" for the first time by title only.

Mayor Huebner read Emergency Resolution 2020-12 "A Supplemental Appropriation Resolution For The General 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 2020-12. Seconded by Hoffee. Upon roll call, motion carried with Hofstetter, Hoffee, Polen, Vaughn, Shoemaker and Conn voting aye. Motion made by Shoemaker to pass and adopt Resolution 2020-12. Seconded by Hoffee. Upon roll call, motion carried with Shoemaker, Hoffee, Conn, Vaughn, Hofstetter and Polen voting aye.

**NEW BUSINESS:** Hoffee noted a retaining wall at 171 S. Alexander St. is extremely leaning toward the street. Troyer said he would look at the area, but noted the wall is ultimately the property owner's responsibility.

Council agreed to hold the next scheduled meeting of May 11 at 7:00 via ZOOM/YouTube.

**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 \_\_\_\_\_

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Karen Shaffer, Clerk-Treasurer

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Jeff Huebner, Mayor