

ENTITY NAME: VILLAGE OF MILLERSBURG

BOARD NAME: MILLERSBURG VILLAGE COUNCIL

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 5/22/2023

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	
Polen	Present	Shoemaker	Present
Hoffee	Present	Vaughn	Present
Conn	Present	Hofstetter	Present

IN ATTENDANCE

NAME:		NAME:	
Jeff Huebner	Mayor	Nate Troyer	Administrator
Bob Hines	Solicitor	Matt Shaner	Police Chief
Karen Shaffer	Clerk-Treasurer	Bobbie Curry	Assist Fiscal Officer
Melissa Patrick	Visitor		

APPROVAL OF PREVIOUS MINUTES

TYPE OF MEETING:	Regular		
SUSPEND READING OF MINUTES HELD ON:	5/8/2023		
MOTION BY:	Polen		
MOTION SECONDED BY:	Hoffee		
VOTING ROLL CALL:			
Polen	Yes	Shoemaker	Yes
Hoffee	Yes	Conn	Yes
Hofstetter	Yes	Vaughn	Yes
VOTING RESULTS:	YES: 6 NO: 0		
MOTION TO APPROVE BY:	Hofstetter		
MOTION SECONDED BY:	Shoemaker		
VOTING ROLL CALL:			
Hofstetter	Yes	Conn	Yes
Shoemaker	Yes	Hoffee	Yes
Polen	Yes	Vaughn	Yes
VOTING RESULTS:	YES: 6 NO: 0		

APPROVAL OF BILLS

BILL RESOLUTION 2023-16	Bills \$69,759.83	Payroll \$62,742.96	Total \$132,502.79
MOTION BY:	Vaughn		
MOTION SECONDED BY:	Conn		
VOTING ROLL CALL:			
Vaughn	Yes	Hofstetter	Yes
Conn	Yes	Shoemaker	Yes
Polen	Yes	Hoffee	Yes
VOTING RESULTS:	YES: 6 NO: 0		

DEPARTMENT HEAD/OFFICIAL REPORT

DEPARTMENT:	POLICE DEPARTMENT
REPRESENTATIVE'S NAME:	CHIEF MATT SHANER

Chief Shaner reports that on Friday evening, May 19th, part-time officer Reynolds was involved in a minor traffic accident on S Washington Street. He was driving the 2015 police cruiser which sustained minor damage. He reports that Reynolds was not at fault and that we would likely not be repairing the minor damage to the cruiser.

Shaner also reports that Kristopher Jones, the departments most recent new hire, graduated from the academy last week. His testing should be scheduled in the next two weeks.

DEPARTMENT:	ADMINISTRATION
REPRESENTATIVE'S NAME:	ADMINISTRATOR NATE TROYER

DRB & P&Z Commission
 No submittals for June meeting.

Design Review Ordinance and Guideline Revisions
 Meeting being scheduled to review proposed revisions

ODOT Sidewalk TAP Project
 Preliminary project work is happening, should see construction very soon.

ARPA
 Received easement surveys and will be reviewing them with property owners, awaiting documents from County.

Demolition Project
 Pre-demo meeting was held with Martin Excavating who will be removing the houses. They are working on asbestos abatement prior to beginning actual demolition.

Appalachian Community Grant
 Work continues on scoping the individual projects and aligning everything into one application.

2023 Resurfacing Projects
 No update

Dump Truck
 Received the new truck, working on quote for salt box.

Amphitheater Dedication
 June 10th at 12, Eagle ceremony at 12:30, food trucks, entertainment until 9 PM.

ODNR NatureWorks
 Working on completing the grant application in anticipation of June 1 deadline

Glen Drive/S. Washington Intersection
 We had previously discussed installing offset signals at this intersection. Greenwich Electric will be ordering the equipment and completing the installation. These signals will be for the north and south bound lanes.

Kimble Contract
 Awaiting documents from Kimble to proceed with the piggyback option with the Village of Sugar creek contract.

Right Turn on Red on S Monroe St at E Jackson St
 Holmes Co Commissioners would like us to consider unrestricting the right turn on red on S Monroe Street onto E Jackson Street. It is currently restricted to no right turn on red Monday through Saturday from 8am to 6pm. Since visibility to the west is very good at the intersection, they would like us to consider removing the restriction altogether. Troyer has no issue with covering up the sign on a trial basis.

Motion: Cover the Right Turn on Red restriction sign on S Monroe St at E Jackson on a trial basis. Thus, unrestricting right turns on red on from S Monroe St. on a trial basis.

MOTION BY:	Hofstetter		
MOTION SECONDED BY:	Conn		
VOTING ROLL CALL:			
Hofstetter	Yes	Shoemaker	Yes
Conn	Yes	Hoffee	Yes
Polen	Yes	Vaughn	Yes
VOTING RESULTS:	YES: 6 NO: 0		

DEPARTMENT:	FISCAL
REPRESENTATIVE'S NAME:	CLERK-TREASURER KAREN SHAFFER
Fiscal department is currently working on the 2024 budget and waiting on figures from the Holmes Co Auditor to complete it. A draft of the budget will be presented at the next meeting on June 12 th .	

LEGISLATION

NUMBER:	2023-14		
TITLE: A Resolution Determining To Proceed With The Submission To The Electors Of The Question Of Levying A Tax In Excess Of The Ten-Mill Limitation Orc 5705.19, Orc 5705.191, Orc 5705.25, Orc 5705.26			
CLASSIFICATION:	Resolution		
STATUS:	3rd Reading		
MOTION TO:	Pass & Adopt		
MOTION BY:	Shoemaker		
MOTION SECONDED BY:	Hofstetter		
VOTING ROLL CALL:			
Shoemaker	Yes	Conn	Yes
Hofstetter	Yes	Hoffee	Yes
Polen	Yes	Vaughn	Yes
VOTING RESULTS:	YES: 6 NO: 0		

NEW BUSINESS

TOPIC:	Pickleball Courts
PRESENTED BY:	Huebner
DISCUSSION: Mayor Huebner has been approached by many community members requesting that additional Pickleball Courts be installed. He has asked Troyer to look into the cost of adding two additional courts and possibly more in the future. Shaffer added that from a budgeting perspective, time is of the essence as the 2024 budget is nearly complete. Conn said that perhaps federal grant money could be applied for and used for the addition of more courts. A reminder to the public, while the fencing around the courts is being upgraded in the near future, the Pickleball courts will be closed.	

NEXT SCHEDULED MEETING

TYPE OF MEETING:	Regular
DATE:	<u>6/12/2023</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	Conn	Yes
Hofstetter	Yes	Hoffee	Yes
Shoemaker	Yes	Vaughn	Yes
VOTING RESULTS:	YES: 6 NO: 0		

MINUTES PREPARED BY

SIGNATURE: Bobbie Curry	TITLE	DATE
	Assistant Fiscal Officer	5/26/2023

ATTESTED BY

SIGNATURE: Karen Shaffer	TITLE	DATE
	Clerk-Treasurer	6/12/2023

CERTIFICATION

SIGNATURE: Jeff Huebner	TITLE	DATE
	Mayor	6/12/2023

