

ENTITY NAME: VILLAGE OF MILLERSBURG

BOARD NAME: MILLERSBURG VILLAGE COUNCIL

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 6/28/2021

START TIME: 7:00 P.M.

END TIME: 8:00 P.M.

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

RECORD OF PROCEEDINGS: MINUTES

CALLED TO ORDER BY: MAYOR HUEBNER

RECORD OF PROCEEDINGS

COUNCIL MEMBERS ROLL CALL

| NAME | PRESENT |
|------------------|---------|
| Devone Polen | Present |
| Brent Hofstetter | Present |
| Tom Vaughn | Present |
| Robert Shoemaker | Present |
| Kelly Hoffee | Present |
| Brad Conn | Present |

IN ATTENDANCE

| NAME | VISITOR/EMPLOYEE | COMMENTS |
|-------------------|------------------|--------------------------|
| Matt Shaner | Employee | Police Chief |
| Karen Shaffer | Employee | Clerk-Treasurer |
| Nate Troyer | Employee | Administrator |
| Karen-Cool Miller | Employee | Assistant Fiscal Officer |

MOTION TO EXCUSE

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| MOTION TO EXCUSE BOB HINES FROM MEETING | 6/28/2021 |
| MOTION TO EXCUSE | Polen |
| MOTION TO EXCUSE SECONDED BY | Hoffee |
| VOTING ROLL CALL | VOTE |
| Devon Polen | Yes |
| Kelly Hoffee | Yes |
| Tom Vaughn | Yes |
| Robert Shoemaker | Yes |
| Brent Hofstetter | Yes |
| Brad Conn | Yes |
| VOTING RESULTS | YES: 6 NO: 0 |
| MOTION | Carried |

CITIZENS COMMENTS

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| NAME: Michelle Wood & John Lorson | Holmes Soil and Water Conservation District |
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| COMMENTS: | |
| Holmes County Soil and Water addressed Council about the FLOW AND GO program which is the cleanup of Killbuck Creek, mainly from log jams and trash. One of the largest ones located behind Walmart. Wood stated that the cleanup and jam removal from the Killbuck Creek would not only decrease small scale flooding, but that it would increase the recreational use of the creek: fishing, paddle sports, etc. They are in the process of getting a grant application together through the Muskingum Watershed Conservatory District to aid in the log jam removal between Millersburg and Killbuck. There are currently 7 log jams in that area that need to be removed. However, the grant is only for jam removal. Once the log jams are gone, there is maintenance that will be needed to prevent further jams of this nature. Killbuck Creek is special in that it has a lot of nature, a lot of wild life, endangered species, and not a lot of homes or camp sites along the river. They will work with River Rangers who specialize in the removal of jams without the use of heavy machinery damaging the river banks. What they remove from the jams, they will utilize to either build support for the banks or haul the extra out of the river by boats. They are also wanting to install a launch ramp in Millersburg that would serve the public, but also large enough to utilized by the Fire Department if needed. What they are needing are partners and for the Village to become supporters to help support the maintenance of the upkeep of the river, new log jams, and trash island removal. They are requesting \$5,000 to \$10,000 for the annual maintenance; however, they are not asking the village for financial support. Scouts, volunteers, and Friends of the River will also be involved. Phase 1 would be from Millersburg to Killbuck. Phase 2 would be from Holmesville to Millersburg. | |
| MOTION TO SUPPORT FLOW & GO | 6/28/2021 |
| MOTION TO APPROVE | Conn |
| MOTION TO APPROVE SECONDED BY | Shoemaker |
| VOTING ROLL CALL | VOTE |
| Brad Conn | Yes |
| Bob Shoemaker | Yes |
| Tom Vaughn | Yes |
| Kelly Hoffee | Yes |
| Brent Hofstetter | Yes |
| Devone Polen | Yes |
| VOTING RESULTS | YES: 6 NO: 0 |
| MOTION | Carried |

MOTION TO SUSPEND THE READING OF THE MINUTES

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| MOTION TO SUSPEND READING OF MINUTES | 6/14/2021 |
| TYPE OF MEETING | Regular |
| MOTION TO SUSPEND READING OF MINUTES | Hoffee |
| MOTION TO APPROVE SECONDED BY | Polen |
| VOTING ROLL CALL | VOTE |
| Kelly Hoffee | Yes |
| Devone Polen | Yes |
| Tom Vaughn | Yes |
| Robert Shoemaker | Yes |
| Brent Hofstetter | Yes |
| Brad Conn | Yes |
| VOTING RESULTS | YES: 6 NO: 0 |
| MOTION | Carried |

CORRECTIONS / APPROVAL OF PREVIOUS MINUTES

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| CORRECTIONS (IF ANY) : Shoemaker | In the minutes under legislation, it states, "... that even at Robin's Terrace people are still pulling over in the grass on Cary Street." It should say Sill Street |
| MOTION TO APPROVE WITH CORRECTIONS BY | Polen |
| MOTION TO APPROVE SECONDED BY | Hoffee |

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| VOTING ROLL CALL | VOTE |
| Devone Polen | Yes |
| Kelly Hoffee | Yes |
| Tom Vaughn | Yes |
| Robert Shoemaker | Yes |
| Brent Hofstetter | Yes |
| Brad Conn | Yes |
| VOTING RESULTS | YES: 6 NO: 0 |
| MOTION | Carried |

APPROVAL OF BILLS

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| BILL RESOLUTION # | 2021-18 |
| Hoffee: | Did we really purchase 36 trashcans? |
| Troyer | No, we purchased 10 – 36 Gallon Trashcans |
| Cool-Miller | My mistake, I just saw the number 36. |
| Troyer | The remainder of the trash cans that are still in good shape will be utilized at parks and different places. |
| MOTION BY TO PAY BILLS | Hoffee |
| MOTION SECONDED BY | Hoffstetter |
| VOTING ROLL CALL | VOTE |
| Kelly Hoffee | Yes |
| Brent Hofstetter | Yes |
| Tom Vaughn | Yes |
| Robert Shoemaker | Yes |
| Devone Pollen | Yes |
| Brad Conn | Yes |
| VOTING RESULTS | YES: 6 NO: 0 |
| MOTION | Carried |

DEPARTMENT HEAD/OFFICIAL REPORT

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| DEPARTMENT – ADMINISTRATION | |
| REPRESENTATIVE NAME: NATE TROYER | |
| DISCUSSION: | |
| <p>DRB & P&Z Commission: DRB will meet to review a COA Submitted by Jackpot Pottery for signage on Wednesday, July 7 at 6 p.m. Nothing from the county yet about the awnings for OSU Extension.</p> | |
| <p>Resurfacing / Sidewalk Projects: Melway is wrapping up pavement markings and will be back later to complete the repair at the intersection of N. Crawford / E Jackson St. Mid-Ohio is still doing the county project then they will get to us for the sidewalk work. Hofstetter asked about the hole on East Jackson Street that needs patched. Troyer stated that the Street Department has a list of places that need patched and they will be working on that.</p> | |
| <p>Comprehensive Plan: The first meeting of the steering committee was held Thursday at the Library and went well. The next steps are scheduling the public workshops for the various focus areas of the plan and distributing public surveys. A consultant will send out draft surveys and schedules local meetings. The surveys will be online, in newspapers, at fair booths, and Amish Safety Days. People can go online to give input. Then there will be public meetings.</p> | |
| <p>Kimble Recycling: There will be no service delays for the 4th of July. They will pick up following their normal pick-up schedules. Shoemaker stated that he saw in their flyer that their recycling terms have changed.</p> | |

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| DEPARTMENT – FISCAL | |
| REPRESENTATIVE NAME: KAREN COOL-MILLER | |
| DISCUSSION: | |
| <p>2022 Budget: Reminder – The 2022 Budget Hearing will be July 12, 2021, at 6:50 pm.</p> | |

LEGISLATION

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| NUMBER | Ordinance 2021 - 103 |
| TITLE : | An Ordinance Amending Zoning Map (Zoned Territory) Of The Village Of Millersburg |
| READ BY TITLE ONLY | General |
| STATUS | 3rd Reading |
| MOTION TO APPROVE: | Hoffee |
| SECONDED BY: | Vaughn |
| VOTING ROLL CALL | VOTE |
| Kelly Hoffee | Yes |
| Tom Vaughn | Yes |
| Brent Hofstetter | Yes |
| Robert Shoemaker | Yes |
| Devone Polen | Yes |
| Brad Conn | Yes |
| VOTING RESULTS | YES: 6 NO: 0 |
| MOTION | Carried |

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|--------------------|--|
| NUMBER | Ordinance 2021 - 104 |
| TITLE: | An Ordinance Amending Zoning Map (Zoned Territory) Of The Village of Millersburg |
| READ BY TITLE ONLY | General |
| STATUS | 3rd Reading |
| MOTION TO APPROVE: | Polen |
| SECONDED BY: | Hofstetter |
| VOTING ROLL CALL | VOTE |
| Devone Polen | Yes |
| Brent Hofstetter | Yes |
| Tom Vaughn | Yes |
| Robert Shoemaker | Yes |
| Kelly Hoffee | Yes |
| Brad Conn | Yes |
| VOTING RESULTS | YES: 6 NO: 0 |
| MOTION | Carried |

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| NUMBER | Resolution 2021 - 16 |
| TITLE: | A Resolution Declaring The Necessity And Intention To Appropriate For Street And Parking Lot Purposes A Fee Simple Interest In And To A Certain Strip Of Property |
| READ BY TITLE ONLY | General |
| STATUS | 3rd Reading |
| MOTION TO APPROVE: | Hoffee |
| SECONDED BY: | Vaughn |
| VOTING ROLL CALL | VOTE |
| Kelly Hoffee | Yes |
| Tom Vaughn | Yes |
| Devone Polen | Yes |
| Robert Shoemaker | Yes |
| Brent Hofstetter | Yes |
| Brad Conn | Yes |
| VOTING RESULTS | YES: 6 NO: 0 |
| MOTION | Carried |

EXECUTIVE SESSION

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| PURPOSE: To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. |
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| MOTION BY | Polen |
| MOTION SECONDED BY | Conn |
| VOTING ROLL CALL | VOTE |
| Devone Polen | Adjourn into Executive Session |
| Brad Conn | Adjourn into Executive Session |
| Tom Vaughn | Adjourn into Executive Session |
| Robert Shoemaker | Adjourn into Executive Session |
| Kelly Hoffee | Adjourn into Executive Session |
| Brent Hofstetter | Adjourn into Executive Session |
| INVITED INTO SESSION | NAME: n/a |
| VOTING RESULTS | YES: 6 NO: 0 |
| MOTION | Carried |

EXECUTIVE SESSION ACTION

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| ACTION: Hire Mary Shaffer for the Utility Clerk Position at a starting rate of \$20.00 per hour. | |
| MOTION BY | Vaughn |
| MOTION SECOND BY | Polen |
| VOTING ROLL CALL | VOTE |
| Tom Vaughn | Yes |
| Devone Polen | Yes |
| Brent Hofstetter | Yes |
| Robert Shoemaker | Yes |
| Kelly Hoffee | Yes |
| Brad Conn | Yes |
| VOTING RESULTS | YES: 6 NO: 0 |
| MOTION | Carried |

NEXT SCHEDULED MEETING

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|-----------------|-------------------------------|
| TYPE OF MEETING | <u>Special</u> |
| DATE | <u>7/12/2021</u> |
| TIME | 6:50 P.M. 2022 Budget Hearing |
| LOCATION | Council Chambers |

NEXT SCHEDULED MEETING

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|-----------------|------------------|
| TYPE OF MEETING | <u>Regular</u> |
| DATE | <u>7/12/2021</u> |
| TIME | 7:00 P.M. |
| LOCATION | Council Chambers |

MEETING ADJOURNED

| | |
|--------------------|-------------------|
| MOTION BY | Polen |
| MOTION SECONDED BY | Hofstetter |
| VOTING ROLL CALL | VOTE |
| Devone Polen | Yes |
| Brent Hofstetter | Yes |
| Tom Vaughn | Yes |
| Robert Shoemaker | Yes |
| Kelly Hoffee | Yes |
| Brad Conn | Yes |
| VOTING RESULTS | YES: 6 NO: 0 |

MINUTES PREPARED BY

| SIGNATURE | TITLE | DATE |
|-----------|--------------------------|-----------|
| | Assistant Fiscal Officer | 7/12/2021 |

ATTESTED BY

| SIGNATURE | TITLE | DATE |
|-----------|-----------------|-----------|
| | Clerk-Treasurer | 7/12/2021 |

CERTIFICATION

| SIGNATURE | TITLE | DATE |
|-----------|-------|-----------|
| | Mayor | 7/12/2021 |