

ENTITY NAME: VILLAGE OF MILLERSBURG

BOARD NAME: MILLERSBURG VILLAGE COUNCIL

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 9/13/2021

START TIME: 7:00 P.M.

END TIME: 7:20 P.M.

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

CALLED TO ORDER BY: COUNCIL PRESIDENT, DEVONE POLEN (IN LIEU OF MAYOR HUEBNER BEING ABSENT)

## RECORD OF PROCEEDINGS

### COUNCILMEMBERS ROLL CALL

NAME:		NAME	PRESENT
Polen	Present	Vaughn	Present
Hofstetter	Present	Hoffee	Not Present
Conn	Present	Shoemaker	Not Present
<b>MOTION TO EXCUSE:</b>	Hoffee	Councilwoman	
<b>MOTION TO EXCUSE:</b>	Shoemaker	Councilman	
<b>MOTION TO EXCUSE:</b>	Jeff Huebner	Mayor	
<b>MOTION TO EXCUSE:</b>	Karen Shaffer	Treasurer / Clerk	
<b>MOTION BY:</b>	Vaughn	<b>MOTION SECONDED BY</b>	Hofstetter
<b>VOTING ROLL CALL:</b>		<b>VOTE:</b>	
Hofstetter	Yes	Polen	Yes
Conn	Yes	Choose an item.	Choose an item.
Vaughn	Yes	Choose an item.	Choose an item.
<b>VOTING RESULTS:</b>		YES: 4	NO: 0

### IN ATTENDANCE

NAME:	VISITOR/EMPLOYEE	NAME	VISITOR/EMPLOYEE
Nate Troyer	Administrator	Matt Shaner	Police Chief
Bob Hines	Solicitor	Karen Cool-Miller	Assist Fiscal Officer
Melissa Patrick	WKLM		
Julie Sponaugle	Visitor		Choose an item.
	Choose an item.		Choose an item.

### CITIZENS COMMENTS

NAME:	Julie Sponaugle
<b>COMMENTS:</b> Sponaugle addressed council and stated that her and Rob Hovis have talked, and they want to know if the council members that are coming up for re-election this year would be interested in a "Meet & Greet" at the Holmes County Catholic Center on Wednesday September 29 <sup>th</sup> at 7:00 pm. If they would be willing to have a 5- or 6-minute speech and answer some questions. Conn spoke up and stated he would be willing, but he can't speak for the others. Conn asked if she had contacted running mate Marris Hoffee. Sponaugle stated that she has been emailed but hasn't gotten back with them just yet. Sponaugle requested that someone get in touch with them soon to get this planned.	

### APPROVAL OF PREVIOUS MINUTES

<b>TYPE OF MEETING:</b>		Regular	
<b>SUSPEND READING OF MINUTES HELD ON:</b>		8/23/2021	
<b>MOTION BY:</b>		Hofstetter	
<b>MOTION SECONDED BY:</b>		Vaughn	
<b>VOTING ROLL CALL:</b>		<b>VOTE:</b>	
Hofstetter	Yes	Polen	Yes
Vaughn	Yes	Choose an item.	Choose an item.
Conn	Yes	Choose an item.	Choose an item.

<b>VOTING RESULTS:</b>	YES: 4	NO: 0
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**APPROVAL OF BILLS**

<b>BILL RESOLUTION 2021- 26</b>	Bills \$ 146,272.35	Payroll \$ 52,105.91	Total \$ 198,378.26
<b>MOTION BY:</b>		Conn	
<b>MOTION SECONDED BY:</b>		Hofstetter	
<b>VOTING ROLL CALL:</b>		<b>VOTE:</b>	
Conn	Yes	Vaughn	Yes
Hofstetter	Yes	Choose an item.	Choose an item.
Polen	Yes	Choose an item.	Choose an item.
<b>VOTING RESULTS:</b>		YES: 4 NO: 0	
<p><b>DISCUSSION:</b> Hofstetter asked about the purchase of deaf child signs. Troyer stated that it was requested by the parents of a deaf child on Wooster Rd. Troyer also stated that little league requested nonsmoking signs for Deer Run Park due to the amount of people smoking there. Hofstetter also inquired about the new security cameras. Troyer stated that one was for the office replacing an old one. The other security cameras are for the Water Treatment Plant. Someone has been dumping milk and it is causing issues inside the plant.</p>			

**DEPARTMENT HEAD/OFFICIAL REPORT**

<b>DEPARTMENT:</b>	<b>POLICE DEPARTMENT</b>
<b>REPRESENTATIVE'S NAME:</b>	<b>CHIEF MATT SHANER</b>
<p><b>DISCUSSION: BODY CAM GRANT:</b> Shaner stated that he watched the webinar on the Body Cam Grant last week. He stated that it is a 2-year grant for this year and for next year. It is a reimbursable grant. This is the money the Governor acquired for different agencies, however there is a lot of uncertainties. Appears we are eligible, but he is going to watch the other agencies and how it went for them and then next spring he will apply for it.</p>	

<b>DEPARTMENT:</b>	<b>ADMINISTRATION</b>		
<b>REPRESENTATIVE'S NAME:</b>	<b>NATE TROYER</b>		
<p><b>DISCUSSION: DRB &amp; P&amp;Z COMMISSION:</b> DRB met on Wednesday, September 1<sup>st</sup> and approved a COA for window, door, and awning placement at Bags (70 E. Jackson St. building). P &amp; Z also met and approved a variance from the rear and side yard setbacks for the construction of a horse/bike shelter at Save &amp; Serve.</p> <p><b>RESURFACING / SIDEWALK PROJECTS:</b> Everything other than the pavement replacement at the E. Jackson St/N Crawford St intersection has been completed for this year. Melway is unsure when that will be done.</p> <p><b>AIRPORT PARK:</b> No update on the pickleball/tennis courts. The posts are in, and they are waiting on the hardener to arrive to complete the installation.</p> <p><b>MONITORING WELL INSTALLATION:</b> BJAAM Environmental has responded stating it would take around 2 or 3 hours for each well installation and are willing to work outside of the normal peak hours. Hofstetter asked if it would be loud. Troyer replied yes it will be. Vaughn asked if they were going to be responsible for traffic. Troyer stated that they would. Vote taken to allow the monitoring wells.</p>			
<b>MOTION BY:</b>	Hofstetter		
<b>MOTION SECONDED BY:</b>	Vaughn		
<b>VOTING ROLL CALL:</b>		<b>VOTE:</b>	
Hofstetter	Yes	Conn	Yes
Vaughn	Yes	Choose an item.	Choose an item.
Polen	Yes	Choose an item.	Choose an item.
<b>VOTING RESULTS</b>		YES: 4 NO: 0	
<p><b>COMPREHENSIVE PLAN:</b> The next workshop will be held on 9/14 from 5:30 – 7:00 pm at the Holmes County Fairgrounds and the topic will be housing.</p> <p><b>163 N. CRAWFORD:</b> The owner of the property has agreed to sell the property to us for our asking price of \$25,000. Once the purchase agreement is prepared, we will have legislation for council to authorize the Mayor to sign the purchase agreement.</p>			

**DOWNTOWN SIGNAL PROJECT:** The contractor began work last week and is progressing well. Once all the components are received, they anticipate several more days of work to complete.

<b>DEPARTMENT:</b>	<b>FISCAL</b>
<b>REPRESENTATIVE'S NAME:</b>	<b>KAREN COOL-MILLER</b>
<b>DISCUSSION:</b> Asked if everyone received August 2021 Financial Packets. Everyone affirmed.	

**LEGISLATION**

<b>NUMBER:</b>	ORDINANCE 2021 – 108
<b>TITLE:</b>	An Ordinance Amending Section 929.16(h) Of The Sewer Ordinances”
<b>CLASSIFICATION:</b>	Resolution
<b>STATUS:</b>	2nd Reading

**LEGISLATION**

<b>NUMBER:</b>	Resolution 2021 – 27
<b>TITLE:</b>	A Resolution Accepting The Amounts And Rates As Determined By The Budget Commission And Authorizing The Necessary Tax Levies And Certifying Them To The County Auditor” (Suspend 2 <sup>nd</sup> and 3 <sup>rd</sup> Readings)
<b>CLASSIFICATION:</b>	Ordinance
<b>STATUS:</b>	1st Reading

<b>MOTION TO:</b>	Suspend the Rules for 2nd & 3rd Reading		
<b>MOTION BY:</b>	Vaughn		
<b>MOTION SECONDED BY:</b>	Hofstetter		
<b>VOTING ROLL CALL:</b>			<b>VOTE:</b>
Vaughn	Yes	Polen	Yes
Hofstetter	Yes	Choose an item.	Choose an item.
Conn	Yes	Choose an item.	Choose an item.
<b>VOTING RESULTS:</b>	YES: 4 NO: 0		

<b>MOTION TO:</b>	Pass & Adopt		
<b>MOTION BY:</b>	Hofstetter		
<b>MOTION SECONDED BY:</b>	Vaughn		
<b>VOTING ROLL CALL:</b>			<b>VOTE:</b>
Hofstetter	Yes	Polen	Yes
Vaughn	Yes	Choose an item.	Choose an item.
Conn	Yes	Choose an item.	Choose an item.
<b>VOTING RESULTS:</b>	YES: 4 NO: 0		

**NEXT SCHEDULED MEETING**

<b>TYPE OF MEETING:</b>	Regular
<b>DATE:</b>	9/27/2021
<b>TIME:</b>	7:00 pm
<b>LOCATION:</b> Council Chambers	6 N Washington St.; Millersburg, OH 44654

**ADJOURNMENT**

<b>MOTION BY:</b>	Conn		
<b>MOTION SECONDED BY:</b>	Hofstetter		
<b>VOTING ROLL CALL:</b>			<b>VOTE:</b>
Conn	Yes	Polen	Yes
Hofstetter	Yes	Choose an item.	Choose an item.
Vaughn	Yes	Choose an item.	Choose an item.

VOTING RESULTS	YES: 4	NO: 0
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**MINUTES PREPARED BY**

SIGNATURE: Karen Cool-Miller	TITLE:	DATE:
	Asst Fiscal Officer	9/14/2021

**ATTESTED BY**

SIGNATURE: Karen Shaffer	TITLE:	DATE:
	Clerk-Treasurer	Click or tap to enter a date.

**CERTIFICATION**

SIGNATURE: Jeff Huebner	TITLE:	DATE:
	Mayor	Click or tap to enter a date.