

The Council of the Village of Millersburg met in regular session on February 10, 2020 at 7:00 p.m. 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 and Brad Conn. Solicitor Robert Hines was also in attendance. Motion made by Shoemaker to excise Councilwoman Kelly Hoffee. Seconded by Polen. Upon roll call, motion carried with Shoemaker, Polen, Hofstetter, Vaughn and Conn voting aye. Mayor Huebner welcomed newly appointed member Brad Conn.

**MINUTES:** Motion made by Hofstetter to suspend the reading of the minutes of the previous meeting. Seconded by Polen. Upon roll call, motion carried with Hofstetter, Polen, Vaughn and Shoemaker voting aye. Conn abstained as he was not sitting as a Council member at the time. Motion made by Shoemaker to suspend the reading of the minutes of the special session of Council held February 3, 2020. Seconded by Hofstetter. Upon roll call, motion carried with Shoemaker, Hofstetter, Conn, Vaughn and Polen voting aye. Motion made by Polen to accept the January 27 and February 3 minutes. Seconded by Hofstetter. Upon roll call, motion carried with Polen, Hofstetter, Shoemaker, Vaughn and Conn voting aye.

**BILLS:** Motion made by Conn to pay bill resolution 2020-03 bills \$38282.72; payroll \$49811.62; total \$88094.34. Seconded by Hofstetter. Upon roll call, motion carried with Conn, Hofstetter, Shoemaker, Vaughn and Polen voting aye.

#### **REPORTS OF OFFICERS:**

**Chief Shaner:** Shoemaker asked if there has ever been any thought to having a K-9. Shaner said the possibility was looked into before, however there are certain other items that would be needed, such as equipment, a special car, etc. He stated that maybe in the future it could be researched again.

**Administrator Troyer:** Informed Council DRB approved a COA for signage at 173 W. Jackson for Cobble & Crafted at their February 5<sup>th</sup> meeting. P&Z reconsidered the variance application for a billboard located closer than 1500 feet from a residence submitted for 1056 S Washington Street and denied it once again.

Informed Council the TAP (South sidewalk) has been approved. Also, the SRTS Program (East sidewalks) legislation is on the agenda for first reading tonight, authorizing applying to ODOT for funding for the two projects. To meet the application deadline of March 6 Council will be asked to suspend the 2<sup>nd</sup> and 3<sup>rd</sup> reading and pass and adopt them at the February 24 meeting.

Informed Council the preliminary design review/community input meeting is scheduled for the 18<sup>th</sup> from 6-7:30 on the Skate Park. The trustee for the donor and donor have decided to increase the donation by approximately \$20,000 to offset the prevailing wage costs estimated for the project. This brings their donation to \$190,000 for the project.

Informed Council an initial teleconference with Poggemeyer was held last week to scope out the process for the Comprehensive Development Plan. The next step is soliciting commitments from participants for the various focus areas of the plan. The first month or two will be mostly data and information gathering by the consultant. After that there will be a series of collaborative public meetings, surveys, and workshops held. From that, the plan will be shaped and move on to the final design/adoption stages.

Informed Council two bids were received for the stump grinding project. J&M Stump Grinding-\$25,910; Grassbaugh LLC. -\$35,450. J&M has been given the go-ahead to proceed with the project. We have the ability to modify the number of stumps to be done so we can balance the available funding between this project and the remaining tree removal list once we see how those bids come in.

Informed Council Shaffer, Johnston & Lichtenwalter has all the project information and is proceeding with engineering services for the Resurfacing/Sidewalk Projects. Resurfacing areas include: N. Grant, N. Mad Anthony, and the remaining portion of Perkins Streets along with Touchy, Hawk, and Clinton Alleys. The sidewalk list includes areas on N. Washington, N. Grant, Fairview, N. Monroe, E. Jackson (Hotel), Wooster Rd, and Walnut Streets. The areas we're looking to add curb include N. Crawford, S. Mad Anthony/Center Alley, Hill Street, Forlow, Liberty, and Tanager.

Informed Council Ethan Steiner (Disc Golf organizer) asked if Council would consider accepting donations for the Disc Golf project. Shaffer noted that a fund would need to be established and approved by the State Auditor before any donations could be received. After that, a supplemental appropriation would need to be adopted before those funds could be spent. Motion made by Shoemaker to instruct the Clerk to proceed with the necessary steps for the fund. Seconded by Polen. Upon roll call, motion carried with Shoemaker, Polen, Hofstetter, Vaughn and Conn voting aye.

Informed Council a new transfer switch is needed for the generator. Cost is estimated at \$600-\$700 plus labor. Power will be shut down at Village Hall, as well as traffic signals for approx. 2 hrs. Traffic will be maintained/controlled by the Police Dept. Troyer noted at some point in the future, the generator will need replaced. The transfer switch will be compatible.

**Clerk-Treasurer Shaffer:** Presented the January 2020 Financial Reports consisting of the Bank Reconciliation; Appropriation Summary, Fund Summary, Revenue Summary, Payment Summary, and Payroll. There were no questions or comments.

**LEGISLATION:** Mayor Huebner read Resolution No. 2020-04 "A Resolution Authorizing The Village Administrator Of The Village Of Millersburg Hereinafter Referred To As The Local Public Agency (LPA) To Prepare And Submit An Application To The Safe Routes To School (SRTS) Program" for the first time by title only.

Mayor Huebner read Resolution No. 2020-05 "A Resolution Authorizing The Village Administrator Of The Village Of Millersburg Hereinafter Referred To As The Local Public Agency (LPA) To Prepare And Submit An Application To The Safe Routes To School (SRTS) Program" for the first time by title only.

Mayor Huebner read Emergency Resolution 2020-06 "A Resolution Authorizing The Transfer Of Sums From The General Fund To The Capital Project – Sidewalk Replacement 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 2020-06. Seconded by Polen. Upon roll call, motion carried with Hofstetter, Polen, Conn, Shoemaker and Vaughn voting aye. Motion made by Shoemaker to pass and adopt Resolution 2020-06. Seconded by Vaughn. Upon roll call, motion carried with Shoemaker, Vaughn, Conn, Hofstetter and Polen voting aye.

**NEW BUSINESS:** Tom Vaughn reported on the Alzheimer's Leadership Roundtable meeting he attended. The group consists of 17 counties in the eastern Ohio area and are looking for support. Currently there are 60,000 individuals affected by Alzheimer's in the region. The leadership committee is interested in spreading the word of what services are available to families and individuals, as services are not being utilized. A family support group meets the 3<sup>rd</sup> Tuesday of each month at Martin's Creek Mennonite Church, with the next meeting to be held on March 10. An Alzheimer's Walk is also scheduled for Oct. 30 in Wayne County. Vaughn noted he is looking for individuals to form a local team and to contact him with any interest.

**ADJOURNMENT:** Motion made by Polen to adjourn the meeting. Seconded by Hofstetter. Upon roll call, motion carried with Polen, Hofstetter, Vaughn, Shoemaker and Conn voting aye.

Approved Date \_\_\_\_\_

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Karen Shaffer, Clerk-Treasurer

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Jeff Huebner, Mayor