

The Council of the Village of Millersburg met in regular session on February 24, 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, Kelly Hoffee and Brad Conn. Solicitor Robert Hines was also in attendance.

**VISITORS:** Dave Crilow of Holmes Fire District 1 and also a volunteer for Red Cross explained the 'Sound the Alarm' program to Council. He noted that Red Cross provides smoke alarms free of charge and District 1 staff install them in homes. Red Cross has an agreement with eight fire departments in Holmes County and they allow two to be installed in mobile homes and three to four in a regular house. Crilow said that the Red Cross started the Home Fire Campaign in 2014, and nearly 1,000 have been installed by Holmes County fire departments. Part of this campaign on home fire safety includes tornado safety as well. There is also a bed shaker alarm system for the hearing impaired that are also free. The bed shaker is like a hockey puck with a cord that is placed in the bed or under a pillow. Crilow said on Saturday, April 25, District 1 and the Red Cross are going to 'sound the alarm' at the Best Housing mobile home park located at 800 S. Washington St. Staff will meet at District 1 and then go knock on the doors for anyone interested in having an alarm installation completed. One week prior to that, the Boy Scouts will go around and place announcement/reminder cards on the doors to let the residents know that on April 25 fire personnel and Red Cross volunteers will be there to install. Their goal is to get at least 100 alarms installed. Crilow also said residents of the mobile home park on Massillon Road will receive invitations in their bills to have alarms installed.

Deb Day, a Red Cross volunteer, also spoke to council about some of the other services Red Cross offers. When there is a fire, they are contacted and they will come out and provide assistance for the family. It can be financial assistance, through health services or mental health. They also help with armed services so if you have loved ones deployed overseas or on any base, they can assist in making contact. Day said they also help with weather hazards, like hurricanes, winter ice storms, tornadoes and flooding. Shelters are spread throughout the county that we have contacts with. They also have food vendors who help them feed people when they come into the shelter. Day also talked about a pillow case project that came about during Hurricane Katrina. The kids in grades 2-6 are provided with a pillow case that they can draw on and design. They then put in the cases something they would like to take with them if they ever needed to go to a shelter. Presentations are also done at schools about local weather hazards. Currently they are doing tornado preparedness. Day noted they are always looking for volunteers and anyone interested can contact the Red Cross.

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

**BILLS:** Motion made by Conn to pay bill resolution 2020-07 bills \$77,577.93; payroll \$52,378.76; total \$129,956.69. Seconded by Shoemaker. Upon roll call, motion carried with Conn, Shoemaker, Hoffee, Vaughn, Hofstetter and Polen voting aye.

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

**Administrator Troyer:** Informed Council P&Z will meet on March 4 at 6:30 P.M. to consider a change of zoning district and variance request from the Holmes County Park District. The request is to change the parcels where the Depot and former bulk plant are located from R-3 Village Residential to SU Special Use District. This will allow them to build a new trail maintenance facility at the old bulk plant location and bring all the parcels into compliance with current zoning regulations.

Informed Council legislation for the SRTS Program (East sidewalks) is on the agenda for final reading tonight. After looking in to this further, Troyer noted funding for the crosswalk improvements will not be available until 2023 or 2024. He suggested Council not apply for the funding and utilize village funds for this project. The estimated cost is approximately \$25,000 and permissive tax could be used. This would complete the crosswalk improvements much quicker if we fund this ourselves. Initially we were looking in to whether this could be considered a non-infrastructure project (which are funded sooner) but it is not eligible for any funding other than infrastructure. Council agreed to move forward as this is for safety of school children. Motion made by Vaughn to proceed with the crosswalk project utilizing permissive tax funds. Seconded Polen. Upon roll call, motion carried with Vaughn, Polen, Hofstetter, Shoemaker, Hoffee and Conn voting aye.

Informed Council there was a great turnout for the public meeting held by Spohn Ranch on the skate park. Preliminary designs were reviewed on the February 18<sup>th</sup> meeting and the participants gave great insight and participation in shaping the designs. Spohn Ranch is now working on incorporating suggestions/tweaks to the design and will proceed with the process from there. An additional item discussed was lighting. Troyer suggested that the Village pursue lighting that could be utilized by the basketball courts, dog park and skate park.

Informed Council J&M Stump Grinding is planning on starting on the stump removals in the next week or two. The RFQ has gone out to tree removal contractors and they are working on pricing. We will know next month how that looks.

Informed Council the installation of the new transfer switch for the generator is scheduled for Thursday, February 27 at approx. 8:30 a.m. The process will take an estimated 4 hours. During that time, the village offices as well as the downtown traffic signals will be non-operational. The Police Dept. will be directing traffic at the downtown intersections. Announcements will be made on our Facebook page (and possibly One-Call) this week to alert the public of this.

Informed Council Spring Clean-up Day is scheduled for April 25<sup>th</sup>. Kimble has confirmed this date for dumpster service. Announcements will be made periodically as we get closer to the date.

**Clerk-Treasurer Shaffer:** Informed Council of another option to receive donations for the disc golf park. As discussed at the previous meeting, a separate fund was to be created for those donations. After reconsidering options, Shaffer told Council she could set up line items in the General Fund for receipts and expenditures. An individual spread sheet would be maintained to account for transactions. A supplemental appropriation would still be required before any purchases would be made. Council agreed to the accounting process.

**LEGISLATION:** Motion made by Hofstetter to rescind Resolution 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. Seconded by Shoemaker. Upon roll call, motion carried with Hofstetter, Shoemaker, Conn, Hoffee, Vaughn and Polen voting aye. (The resolution was no longer needed as the Village will fund the Crosswalk Improvements as stated earlier in the meeting).

Mayor Huebner read Resolution 2020-05 for the second time by title only. A motion was made by Shoemaker to suspend the rules requiring the third reading of Resolution 2020-05. Seconded by Hoffee. Upon roll call, motion carried with Shoemaker, Hoffee, Polen, Hofstetter, Vaughn and Conn voting aye. Motion made by Polen to pass and adopt Resolution 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". Seconded by Hoffee. Upon roll call, motion carried with Polen, Hoffee, Conn, Shoemaker, Vaughn and Hofstetter voting aye.

**OLD BUSINESS:** Shoemaker noted that Chris Young, County Engineer, will be organizing the next meeting on the MWSCD issues, once he receives aerial photos.

**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