

The Council of the Village of Millersburg met in regular session on March 11, 2019 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, Jr Vaughn, Robert Shoemaker, Kelly Hoffee and Ruby Baird. Solicitor Robert Hines was also in attendance.

MINUTES: Motion made by Hoffee to suspend the reading of the minutes of the previous meeting held on February 25, 2019. Seconded by Polen. Upon roll call, motion carried with Hoffee, Polen, Hofstetter, Vaughn, Shoemaker and Baird voting aye. Motion made by Baird to accept the minutes as presented. Seconded by Hoffee. Upon roll call, motion carried with Baird, Hoffee, Hofstetter, Shoemaker, Vaughn and Polen voting aye.

BILLS: Motion made by Hofstetter to pay bill resolution 2019-08 bills \$21,475.87; payroll \$47,945.05; total \$69,420.92. Seconded by Shoemaker. Upon roll call, motion carried with Hofstetter, Shoemaker, Hoffee, Polen, Vaughn and Baird voting aye.

REPORTS OF OFFICERS:

Administrator Troyer: Informed Council the DRB met on March 6 and approved the Certificate of Appropriateness application for signage at H15 Teen Center. The P&Z Commission granted preliminary approval to a proposed Danbury Senior Living facility at the corner of Glen Drive and Port Washington Rd. The proposed facility is an 84 unit assisted/memory care living center and 14 single dwelling units.

Informed Council the block was delivered at the S. Washington St "Y" project. The footer for the retaining wall is poured. Work will continue on the wall and landscaping as weather permits.

Informed Council one bid was received for the N. Mad Anthony St culvert rehabilitation project. The bid from Shrock Premier Custom Construction from Loudonville was \$217,428.99 (engineers estimate \$203,965.38). The bid submittal has been reviewed and Troyer is recommending that Council award the contract to Shrock. If awarded, a pre-construction meeting will be held in the next week or two and the Notice to Proceed can be issued immediately after. Motion made by Hoffee to approve the contract with Shrock. Seconded by Polen. Upon roll call, motion carried with Hoffee, Polen, Hofstetter, Vaughn, Shoemaker and Baird voting aye.

Informed Council ODOT has invited the Village to apply for a full application on the TAP (South sidewalks project). A meeting will be scheduled with OMEGA.

Informed Council the next meeting on the SRTS Program (East sidewalks) is scheduled for March 18th to review student mapping, parent survey results and traffic crash analysis reports for the schools.

Informed Council the trusses are installed on the garage at the Street Dept. and Bogner is working on steel and insulation at this time.

Informed Council the Vactor is listed on govdeals.com. The minimum bid is \$10,000. A few bids have been submitted up to \$3,000. An update after the bidding period is closed (March 25) will be provided.

Informed Council after completing interviews, he is recommending Blake Judson for the Street Dept. position at \$12.16/hour. Motion made by Polen to approve the hiring of Blake Judson. Seconded by Hofstetter. Upon roll call, motion carried with Polen, Hofstetter, Vaughn, Shoemaker, Hoffee and Baird voting aye.

Informed Council following Brian Collet's resignation, an internal vacancy notice was posted and there were no applicants from within. We are currently advertising for applicants externally. One application was received thus far.

Informed Council Jim Strouse has reached his 6-month probation period for the Mechanic position. Troyer recommended removing Strouse from probation and increase his wages to the full Mechanic rate of \$18.00/hour (effective 3/1). Motion made by Shoemaker to approve the increase and the removal of probationary status. Seconded by Hoffee. Upon roll call, motion carried with Shoemaker, Hoffee, Baird, Polen, Hofstetter and Vaughn voting aye.

Informed Council the bid specs have been advertised for the Trash and Recycling Contract. The bid opening will be held on March 22nd at 12:00 P.M. at the Village Offices.

Informed Council an existing structure located at 279 N. Mad Anthony St. sits partially in the ROW. In order for a sale/purchase of the property, an acknowledgement letter is required from the Village for any financial institution/mortgage company. An acknowledgement letter will be presented at the next meeting authorizing the Mayor to sign.

Clerk-Treasurer Shaffer: Presented the February 2019 Financial Reports consisting of the Bank Reconciliation; Appropriation Summary, Fund Summary, Revenue Summary, Payment Summary, and Payroll. There were no questions or comments.

OLD BUSINESS: Shoemaker asked for a picture of the design for the S. Washington St. "Y" project. Troyer will send the design to Council.

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

Approved Date _____

Karen Shaffer, Clerk-Treasurer

Jeff Huebner, Mayor