

ENTITY NAME: VILLAGE OF MILLERSBURG

BOARD NAME: MILLERSBURG VILLAGE COUNCIL

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 3/14/2022

START TIME: 7:00 P.M.

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

CALLED TO ORDER BY: MAYOR, JEFF HUEBNER

### RECORD OF PROCEEDINGS

#### COUNCILMEMBERS ROLL CALL

NAME:		NAME	PRESENT
Polen	Present	Shoemaker	Present
Hoffee	Present	Vaughn	Present
Conn	Present	Hofstetter	Present

#### IN ATTENDANCE

NAME:	VISITOR/EMPLOYEE	NAME:	VISITOR/EMPLOYEE
Jeff Huebner	Mayor	Nate Troyer	Administrator
Bob Hines	Solicitor	Matt Shaner	Police Chief
Karen Shaffer	Clerk-Treasurer	Melissa Patrick WKLM	Visitor
Dave Hall	Visitor		

#### VISITORS

Dave Hall addressed Council about his upcoming race for Holmes County Commissioner. His background includes Director of Holmes County Parks & Rec; County Commissioner, State Representative. Committees and/or boards he has sat on are Public Works Commission; OMEGA, and Presidential appointee to Rural Development USDA, to name a few. He was co-sponsor of the Clean Ohio bill. Hall said he is ready to partner with the Village, if elected, to assist with funding for needs of the Village. He is knowledgeable on County, State, and Federal funding and he would be ready to go to work on day one as a County Commissioner. Personally, he and his wife have invested in 5 properties in the community, rehabbing homes, and allowing young families to have a home of their own. He is one of two candidates running for one open seat in the County Commissioners race.

#### APPROVAL OF PREVIOUS MINUTES

<b>TYPE OF MEETING:</b>		Regular	
<b>SUSPEND READING OF MINUTES HELD ON:</b>		2/28/2022	
<b>MOTION BY:</b>		Polen	
<b>MOTION SECONDED BY:</b>		Hofstetter	
<b>VOTING ROLL CALL:</b>			
Polen	Yes	Hofstetter	Yes
Hoffee	Yes	Conn	Yes
Shoemaker	Yes	Vaughn	Yes
<b>VOTING RESULTS:</b>		YES: 6 NO: 0	
<b>MOTION TO APPROVE BY:</b>		Vaughn	
<b>MOTION SECONDED BY:</b>		Conn	
<b>VOTING ROLL CALL:</b>			
Vaughn	Yes	Conn	Yes
Polen	Yes	Hoffee	Yes
Shoemaker	Yes	Hofstetter	Yes
<b>VOTING RESULTS:</b>		YES: 6 NO: 0	

#### APPROVAL OF BILLS

<b>BILL RESOLUTION 2021-07</b>	Bills \$105,434.75	Payroll \$50,469.19	Total \$155,903.94
<b>MOTION BY:</b>		Hoffee	

<b>MOTION SECONDED BY:</b>		Shoemaker	
<b>VOTING ROLL CALL:</b>			
Hoffee	Yes	Shoemaker	Yes
Polen	Yes	Conn	Yes
Hofstetter	Yes	Vaughn	Yes
<b>VOTING RESULTS:</b>		YES: 6	NO: 0

#### DEPARTMENT HEAD/OFFICIAL REPORT

<b>DEPARTMENT:</b>	<b>POLICE DEPARTMENT</b>
<b>REPRESENTATIVE'S NAME:</b>	<b>CHIEF MATT SHANER</b>
<p>Asked Council to consider the hiring of John Stocker as full-time dispatcher. Stocker is a 5-year police auxiliary member and currently works part-time for the department. He is available for full-time employment March 26<sup>th</sup>. Motion made by Hofstetter to hire John Stocker as a full-time dispatcher. Seconded by Polen. Upon roll call, motion carried with Hofstetter, Polen, Vaughn, Conn, Hoffee and Shoemaker voting aye. Vote 6 - 0</p>	

<b>DEPARTMENT:</b>	<b>ADMINISTRATION</b>
<b>REPRESENTATIVE'S NAME:</b>	<b>ADMINISTRATOR NATE TROYER</b>
<p><b>DRB &amp; P&amp;Z Commission:</b> Informed Council DRB approved the COA applications from H15 Ministries for a roof re-frame/extension at 24 E. Jackson and signage for Troyer's Sweet Shoppe at 4 E. Jackson. In addition, P&amp;Z approved a variance application for Troyer's Sweet Shoppe signage and final site plan review of Phase One for Trails Edge Estates development.</p> <p><b>Electrical Aggregation Program:</b> Informed Council the contract for the current electrical aggregation program with Champion Energy will expire in May. After speaking with the consultant (Mark – Aspen) who looks at all supplier rates available, it was suggested for now, the Village go out of contract. With rates so unknown at this time, he didn't feel the need to lock in at a potentially higher rate as of now, when rates may come down in the future. Council agreed that we should wait before entering into another contract until rates stabilize.</p> <p><b>Resurfacing/Sidewalk Projects:</b> Informed Council the resurfacing bid opening is slated for April 1<sup>st</sup>.</p> <p><b>ARPA Projects:</b> Informed Council SJL was given the go ahead to proceed with the engineering for the Wooster Road waterline replacement and Grant Street Storm Sewer project. Depending on the estimates and how bids come in, we may need to consider options for additional funding or deferring one of the projects. This is largely due to the rising costs we are seeing everywhere else.</p> <p><b>Deer Run Park Request:</b> Informed Council Scenic Point Nursing Home is requesting permission to hold a community Easter egg hunt on April 9<sup>th</sup> at Deer Run Park. Motion made by Hoffee to allow the use of the park. Seconded by Polen. Upon roll call, motion carried with Hoffee, Polen, Shoemaker, Conn, Vaughn, and Hofstetter voting aye. Vote 6 - 0</p> <p><b>Spring Clean-up Day:</b> Reminder that Spring Clean-Up Day is scheduled for April 23, 2022 at the Village Street Department. Items not accepted are tires, chemicals, and any appliance that does not have freon removed. Paint cans will be allowed if the paint has been allowed to dry up.</p>	

<b>DEPARTMENT:</b>	<b>FISCAL</b>
<b>REPRESENTATIVE'S NAME:</b>	<b>CLERK-TREASURER KAREN SHAFFER</b>
<p><b>Financial Statement:</b> Presented the February Financial Statement and acknowledgement form that Council received the report consisting of the Bank Reconciliation; Appropriation Summary, Fund Summary, Revenue Summary, Payment Summary, and Payroll.</p> <p><b>Ohio Municipal Joint Self Insurance Pool:</b> Informed Council the "Pool" is offering another 3-year contract, and OMJSP will guarantee that the member's rate will not change, subject to the requirements listed below. 1) The member must achieve a loss ratio of 55% or lower, reviewed annually. 2) Contribution will change if exposures change. 3) The availability of acceptable reinsurance terms to the Pool. Shaffer recommended Council approve the 3-year agreement to lock in rates. Motion made by Shoemaker to approve the 3-year agreement. Seconded Hoffee. Upon roll call, motion carried with Shoemaker, Hoffee, Polen, Hofstetter, Vaughn, and Conn voting aye. Vote 6 - 0</p>	

#### LEGISLATION

<b>NUMBER:</b>	<b>2022-05</b>
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<b>TITLE:</b> A Resolution To Approve The Application And Agreement For CRA Tax Incentives Regarding PHW Holding Company, LLC And B&L Transport, Inc. And Authorizing The Mayor To Sign The Agreement On Behalf Of The Village			
<b>CLASSIFICATION:</b>		Resolution	
<b>STATUS:</b> Mayor read by title only		3rd Reading	
<b>MOTION TO:</b>		Pass & Adopt	
<b>MOTION BY:</b>		Hofstetter	
<b>MOTION SECONDED BY:</b>		Polen	
<b>VOTING ROLL CALL:</b>			
Hofstetter	Yes	Polen	Yes
Vaughn	Yes	Shoemaker	Yes
Conn	Yes	Hoffee	Yes
<b>VOTING RESULTS:</b>		YES: 6 NO: 0	

#### OLD BUSINESS

<b>TOPIC:</b>	Handicap Parking – S. Alexander St.
<b>PRESENTED BY:</b>	Bob Shoemaker
<b>DISCUSSION:</b> Shoemaker asked the status on the investigation of the handicap parking space. Administrator Troyer noted he was on location just today, and there was vehicle parked in the spot that displayed a valid handicap placard. Troyer has seen a vehicle there in the past that is compliant.	

#### NEXT SCHEDULED MEETING

<b>TYPE OF MEETING:</b>	Regular
<b>DATE:</b>	3/28/2022
<b>TIME:</b>	7:00 PM
<b>LOCATION:</b> Council Chambers	6 N Washington St.; Millersburg, OH 44654

#### ADJOURNMENT

<b>MOTION BY:</b>	Polen		
<b>MOTION SECONDED BY:</b>	Hofstetter		
<b>VOTING ROLL CALL:</b>			
Polen	Yes	Hofstetter	Yes
Vaughn	Yes	Shoemaker	Yes
Hoffee	Yes	Conn	Yes
<b>VOTING RESULTS:</b>		YES: 6 NO: 0	

#### MINUTES PREPARED BY

SIGNATURE: Karen Shaffer	TITLE	DATE
	Clerk-Treasurer	3/16/2022

#### ATTESTED BY

SIGNATURE: Karen Shaffer	TITLE	DATE
	Clerk-Treasurer	3/28/2022

#### CERTIFICATION

SIGNATURE: Jeff Huebner	TITLE	DATE
	Mayor	3/28/2022