

ENTITY NAME: VILLAGE OF MILLERSBURG

BOARD NAME: MILLERSBURG VILLAGE COUNCIL

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 3/28/2022

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	
Polen	Present	Shoemaker	Present
Hoffee	Present	Vaughn	Present
Conn	Present	Hofstetter	Present

MOTION TO EXCUSE:	Nate Troyer	Administrator	
MOTION BY:	Polen	MOTION SECONDED BY:	Hoffee
VOTING ROLL CALL:			
Polen	Yes	Hoffee	Yes
Conn	Yes	Shoemaker	Yes
Vaughn	Yes	Hofstetter	Yes
VOTING RESULTS:	YES: 6 NO: 0		

IN ATTENDANCE

NAME:	VISITOR/EMPLOYEE	NAME:	VISITOR/EMPLOYEE
Jeff Huebner	Mayor	Bob Hines	Solicitor
Karen Shaffer	Clerk-Treasurer	Matt Shaner	Police Chief
Melissa Patrick - WKLM	Visitor	Jake Sidle - WKLM	Visitor
Dale Hartle - ORDC	Visitor		

VISITORS

Dale Hartle, Ohio Regional Development Corporation President, spoke to Council on the fair housing program and the community housing improvement program (CHIP). In the last year, there have been several housing improvements completed and two are in the process of rehab. Up to \$50,000-\$60,000 are being used per unit for upgrading homes. Fair Housing relates to tenant and landlord issues. There are seven different clauses that pertain to fair housing rights. Hartle suggested anyone with complaints on fair housing matters to contact his office and they can assist them or refer them to the appropriate agency. He noted there is a staff member from ORDC at the County Annex Building once per week to help residents with applications for the CHIP program or Fair Housing issues.

APPROVAL OF PREVIOUS MINUTES

TYPE OF MEETING:	Regular		
SUSPEND READING OF MINUTES HELD ON:	3/14/2022		
MOTION BY:	Hofstetter		
MOTION SECONDED BY:	Polen		
VOTING ROLL CALL:			
Hofstetter	Yes	Polen	Yes
Hoffee	Yes	Conn	Yes
Shoemaker	Yes	Vaughn	Yes
VOTING RESULTS:	YES: 6 NO: 0		
MOTION TO APPROVE BY:	Vaughn		
MOTION SECONDED BY:	Conn		
VOTING ROLL CALL:			

Vaughn	Yes	Conn	Yes
Polen	Yes	Hoffee	Yes
Shoemaker	Yes	Hofstetter	Yes
VOTING RESULTS:		YES: 6	NO: 0

APPROVAL OF BILLS

BILL RESOLUTION 2021-08	Bills \$55,680.28	Payroll \$52,050.91	Total \$107,731.19
MOTION BY:		Hoffee	
MOTION SECONDED BY:		Shoemaker	
VOTING ROLL CALL:			
Hoffee	Yes	Shoemaker	Yes
Polen	Yes	Conn	Yes
Vaughn	Yes	Hofstetter	Yes
VOTING RESULTS:		YES: 6	NO: 0

DEPARTMENT HEAD/OFFICIAL REPORT

DEPARTMENT:	POLICE DEPARTMENT
REPRESENTATIVE'S NAME:	CHIEF MATT SHANER
<p>Annual Report: Noted the 2021 Annual Police Department Report was included in the packets. Full Time Status: Informed Council Caleb Cox has completed his one-year probationary status. Shaner recommended he be placed on permanent full-time status. Motion made by Hoffee to remove Cox from probationary status. Seconded by Shoemaker. Upon roll call, motion carried with Hoffee, Shoemaker, Polen, Hofstetter, Vaughn, and Conn voting aye. Vote: Yes -6 No-0</p>	

DEPARTMENT:	ADMINISTRATION
REPRESENTATIVE'S NAME:	ADMINISTRATOR NATE TROYER PRESENTED BY MAYOR HUEBNER
<p>DRB & P&Z Commission: Informed Council P&Z will meet on April 6th to consider a lot split request from Saltcreek Properties as well as Final Site Plan review for B&L Transport's new facility. Resurfacing/Sidewalk Projects: Informed Council the resurfacing bid opening is slated for April 1st. On the ODOT TAP Project, the r/w consultant is still preparing documents for r/w acquisition. Dump Truck Replacement: Currently reviewing upfitting options (bed, salt spreader box, plow) that will allow us to stay in line with the funds appropriated. ODOT Salt Contract: Informed Council of the first reading of a resolution on the agenda. This annual resolution allows the Village to participate in the ODOT cooperative road salt program. We are anticipating ordering 250 tons this upcoming season. Food Truck Request: Informed Council Millersburg Brewing has requested permission to place a food truck in the on-street parking in front of the Brewery on Saturday May 7th. Motion made by Hofstetter to approve the request. Seconded by Conn. Upon roll call, motion carried with Hofstetter, Conn, Shoemaker, Hoffee, Vaughn, and Polen voting aye. Vote: Yes-6 No-0 BCF Easter Egg Hunt: Informed Council Berlin Christian Fellowship is requesting use of Old Airport Park for and Easter Egg Hunt. The event date is April 13 from 5:00 pm to 8:00 pm. Motion made by Polen to approve the park use. Seconded by Vaughn. Upon roll call, motion carried with Polen, Vaughn, Hofstetter, Conn, Hoffee, and Shoemaker voting aye. Vote: Yes-6 No-0</p>	

DEPARTMENT:	MAYOR
REPRESENTATIVE'S NAME:	JEFF HEUBNER
<p>Read the Arbor Day Proclamation designating April 29, 2022 as Arbor Day in the Village of Millersburg. He urges all citizens to celebrate and plant a tree.</p>	

LEGISLATION

NUMBER:	RESOLUTION 2022-09
<p>TITLE: A Resolution Authorizing Participation In The ODOT Road Salt Contracts Awarded In 2022 Mayor read by title only</p>	
CLASSIFICATION:	Introduction
STATUS:	1st Reading

NEXT SCHEDULED MEETING

TYPE OF MEETING:	<u>Regular</u>
DATE:	<u>4/11/2022</u>
TIME:	7:00 PM
LOCATION: Council Chambers	6 N Washington St.; Millersburg, OH 44654

ADJOURNMENT

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

MINUTES PREPARED BY

SIGNATURE: Karen Shaffer	TITLE	DATE
	Clerk-Treasurer	3/29/2022

ATTESTED BY

SIGNATURE: Karen Shaffer	TITLE	DATE
	Clerk-Treasurer	4/11/2022

CERTIFICATION

SIGNATURE: Jeff Huebner	TITLE	DATE
	Mayor	4/11/2022