

The Council of the Village of Millersburg met in regular session on June 10, 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 and Kelly Hoffee. Motion made by Hoffee to excuse Councilwoman Ruby Baird. Seconded by Polen. Upon roll call, motion carried with Hoffee, Polen, Hofstetter, Shoemaker and Vaughn voting aye. Solicitor Robert Hines was also in attendance.

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

**BILLS:** Motion made by Hoffee to pay bill resolution 2019-14 bills \$25,739.31; payroll \$48,427.87; total \$74,167.18. Seconded by Hofstetter. Upon roll call, motion carried with Hoffee, Hofstetter, Shoemaker, Vaughn and Polen voting aye.

#### **REPORTS OF OFFICERS**

**Administrator Troyer:** Informed Council the DRB approved the COA's for signage at 55 W. Jackson for New Town Faire and 95 W. Jackson for Gypsy & Sage.

Informed Council Shrock has been working on the N. Mad Anthony St. project. The headwall & retaining wall footings are installed. They are scheduled to pour the walls and set the box this week. They will be coordinating the water line relocation and disruption of service with contractor for next week. It is possible they may not be required to turn water off for this phase.

Informed Council the TAP (South sidewalks) application was submitted and we awaiting a response from the State.

Informed Council the walking audit for SRTS Program (East sidewalks) was held June 6. OMEGA is working on compiling project parameters and locations. Focusing was on crosswalk areas and lighting as well.

Informed Council the 2019 Street Resurfacing & Sidewalk project is ready to go out to bid. Advertising will be June 15 & 22 with a bid opening on June 28 at 10:00 AM. Results will be presented to Council at the July 8 meeting.

Informed Council there have been issues with visitor parking at Deer Run. Since the installation of the concrete pad at the concession stand, we have had numerous issues with visitor parking during games. It is currently marked with signs noting that the area is for loading/unloading only. We have received several requests to designate this area for loading/unloading and concession stand workers only. Troyer asked for direction on how Council would like this to be addressed going forward. Council agreed that the area is to be used strictly for loading and unloading. The area will be marked with yellow hash markings that indicate "No Parking". Violators will be ticketed.

Councilman Shoemaker asked for the status of a comprehensive development plan. Troyer noted time restraints have been delaying the plan. He will try to schedule a meeting with Mark Leininger and Arnie Oliver in the near future.

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

**Solicitor Hines:** Asked Council for opinions on the draft ordinance provided to them that would allow the limited use of utility vehicles in the Village. A few typographical errors were noted. The process of inspection of the vehicle was discussed. Chief Shaner noted he made contact with Holmes Rental and they are willing to do the inspection. The cost of any inspection will be the responsibility of the vehicle owner and/or the organization requesting such use. The permit application will also need to include a detailed request for what streets are to be used.

**Mayor Huebner:** Commended Betty Patterson for having her business, Patterson Personnel, on W. Jackson St. for the last 25 years and being one of the longest tenured businesses in the downtown. Patterson is closing her business and moving on to the next phase of her life. Huebner noted "Betty has always been a firm but fair critic, supporter, and friend of Village. Her honest take on a situation and her great sense of humor were always appreciated. We wish her all the best now and well in to the future."

**LEGISLATION:** Mayor Huebner read Resolution 2019 -15 "A Resolution To Authorize The Sale Of Municipal Tangible Personal Property" for the third time by title only. Motion made by Hofstetter to pass and adopt Resolution 2019-15. Seconded by Polen. Upon roll call, motion carried with Hofstetter, Polen, Vaughn, Shoemaker and Hoffee voting aye.

**NEW BUSINESS:** Councilwoman Hoffee requested funding be included for a traffic study in the 2020 budget. The traffic flow throughout the Village needs improvement.

**EXECUTIVE SESSION:** Motion made by Polen to adjourn into executive session to confer with the public body's attorney for the purpose of considering disputes if a court action concerning the dispute is either pending or imminent. Seconded by Hofstetter. Upon roll call, motion carried with Polen, Hofstetter, Hoffee, Shoemaker and Vaughn voting aye.

**RECONVENED TO REGULAR SESSION**

**EXECUTIVE SESSION ACTION:** None.

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

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

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Karen Shaffer, Clerk-Treasurer

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Jeff Huebner, Mayor