

ENTITY NAME: VILLAGE OF MILLERSBURG

BOARD NAME: MILLERSBURG VILLAGE COUNCIL

TYPE OF MEETING: Regular

VOTING SESSION: No

DATE: 7/26/2021

START TIME: 7:00 P.M.

END TIME: 8:30 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	Not Present	Vaughn	Present
Conn	Present	Hofstetter	Present
MOTION TO EXCUSE:	Hoffee		
MOTION BY:	Polen	MOTION SECONDED BY	Shoemaker
VOTING ROLL CALL:		VOTE	
Polen	Yes	Hofstetter	Yes
Shoemaker	Yes	Vaughn	Yes
Conn	Yes	Choose an item.	Choose an item.
VOTING RESULTS:		YES: 5	NO: 0

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	Karen Cool-Miller	Assist Fiscal Officer
Kevin Lynch – Daily Rec.	Visitor	Melissa Patrick - WKLM	Visitor
	Choose an item.		Choose an item.

APPROVAL OF PREVIOUS MINUTES

TYPE OF MEETING:		Regular	
SUSPEND READING OF MINUTES HELD ON:		7/12/2021	
MOTION BY:		Shoemaker	
MOTION SECONDED BY:		Polen	
VOTING ROLL CALL:		VOTE	
Shoemaker	Yes	Vaughn	Yes
Polen	Yes	Hofstetter	Yes
Conn	Yes	Choose an item.	Choose an item.
VOTING RESULTS:		YES: 5	NO: 0
CORRECTIONS (If any): Hines stated in the minutes when it is talking about the billboards distance from a residence, it states square feet. It should only state feet, not square feet.			
MOTION TO APPROVE WITH CORRECTIONS:		Hofstetter	
MOTION SECONDED BY:		Vaughn	
VOTING ROLL CALL:		VOTE	
Hofstetter	Yes	Conn	Yes
Vaughn	Yes	Polen	Yes
Shoemaker	Yes	Choose an item.	Choose an item.
VOTING RESULTS:		YES: 5	NO: 0

APPROVAL OF BILLS

BILL RESOLUTION 2021-21	Bills \$ 208,444.72	Payroll \$ 52,574.59	Total \$ 261,019.31
MOTION TO PAY BY:		Conn	

MOTION SECONDED BY:		Vaughn	
VOTING ROLL CALL:		VOTE	
Conn	Yes	Shoemaker	Yes
Vaughn	Yes	Hofstetter	Yes
Polen	Yes	Choose an item.	Choose an item.
VOTING RESULTS:		YES: 5 NO: 0	

DEPARTMENT HEAD/OFFICIAL REPORT

DEPARTMENT:		POLICE DEPARTMENT	
REPRESENTATIVE'S NAME:		CHIEF MATT SHANER	
DISCUSSION			
<p>Shaner stated that he had three open positions: two in patrol and one in dispatch. He stated that he has the applicants that look promising and would like council's permission to hire them.</p> <p>1. Kaleb Bethel: He works in East Canton right now and has part time experience in two different locations there. His interviews and testing are done. He will start August 14th as full time in patrol.</p>			
MOTION TO HIRE KALEB BETHEL:		Vaughn	
MOTION SECONDED BY:		Polen	
VOTING ROLL CALL:		VOTE	
Vaughn	Yes	Conn	Yes
Polen	Yes	Hofstetter	Yes
Shoemaker	Yes	Choose an item.	Choose an item.
VOTING RESULTS:		YES: 5 NO: 0	
<p>2. Ashley Phillips: Definitely interested in law enforcement. Would start her in the Dispatch position. Finished the application process this weekend and spoke with her today. She can start August 7th. She seems she would be a good fit. Has no law experience but has shown interest in being in law enforcement so we may be able to send her to the Academy at a later date. She does have scheduling conflicts with the Antique Festival but nothing that we can't work around. She would be hired as a non-certified dispatcher.</p>			
MOTION TO HIRE ASHLEY PHILLIPS:		Shoemaker	
MOTION SECONDED BY:		Hofstetter	
VOTING ROLL CALL:		VOTE	
Shoemaker	Yes	Conn	Yes
Hofstetter	Yes	Polen	Abstain
Vaughn	Yes	Choose an item.	Choose an item.
VOTING RESULTS:		YES: 4 NO: 0	
<p>3. The next candidate hasn't finished with the application process. He has finished up with the academy but has not taken his state testing yet. He should do that this week or first week in August. He is interviewing with another place tomorrow so Shaner would like to offer him the position as soon as we can, pending he passes his test. He is 2nd in his class, 2nd on the civil service test, and his instructors have given him good reviews. He lives in the Baltic area. Would like to have council's permission to hire him if he finished everything before the next council meeting.</p>			
MOTION TO GIVE SHANER PERMISSION TO HIRE:		Vaughn	
MOTION SECONDED BY:		Shoemaker	
VOTING ROLL CALL:		VOTE	
Vaughn	Yes	Conn	Yes
Shoemaker	Yes	Hofstetter	Yes
Polen	Yes	Choose an item.	Choose an item.
VOTING RESULTS:		YES: 5 NO: 0	
<p>Shaner also stated that he is looking at sending Caleb Cox to the police academy. It starts at the end of August. He is supposed to do some pretesting tomorrow and Thursday before he can be accepted into the academy. Looking at moving forward on this prior to Captain Herman retiring in a year and a half to two years. The academy he will be going to is in Wayne County. It is \$1500 or \$2000 cheaper than Mansfield or the Career Center in Tuscarawas County, plus the drive time is better. Will get word on it this week to see if we can move forward on this.</p>			

DEPARTMENT:	ADMINISTRATION
REPRESENTATIVE'S NAME:	NATE TROYER
<p>DISCUSSION:</p> <p>Resurfacing / Sidewalk Projects: Mid-Ohio Concrete continues to work on sidewalk installations. Monroe and Clinton curb work is done. They are in the Fairview area right now.</p> <p>Airport Park: Vasco has said that they should be starting the tennis/pickleball project by the end of next week depending on the weather. Called in today and said that the break in the weather they will be in Tuesday or Wednesday this week to start it. Huebner asked whose dead tree is near the courts. Troyer said he thought that was on Rob Starr's property. Huebner said that we should get ahold of him to get that tree down before it falls on the new courts and ruins them, and it's also a safety hazard. Conn asked how long it would take to finish the courts. Troyer stated that milling takes a couple of days, base will take a couple of days and then start paving. Then a week or two to get the asphalt done. Then there is a couple of layers of epoxy sport surface done. With everything, it should take a month to month and a half to get it done.</p> <p>Septage Receiving Rates: We would like Council to consider increasing our septage receiving rates. Currently, we are charging \$.05/gallon for septage, \$.06/gallon for sludge, and \$.08/gallon for grease traps. The last increase was in 2013.</p> <p>Lodi is charging \$.05/gallon and does not accept grease. Wooster charges \$.085/gallon and does not accept grease. Canton charges \$.11478/gallon for septage and sludge and \$.23914/gallon for grease.</p> <p>We are proposing rates of \$.12/gallon for septage, \$.13/gallon for sludge, \$.14/gallon for portable toilets (new category), and \$.28 /gallon for grease.</p> <p>Troyer stressed that this is NOT IN TOWN sewage. This is strictly septage receiving from outside the area. Huebner asked Troyer to explain the portable toilet fee. Troyer stated that the portable toilets are very labor intensive with the amount of trash that people put into them. They are used as trash cans a lot. All of that must be removed before it can go into the plant. The waste has to be dumped onto screens, trash filtered off, and then dumped into bins. Then the screens need to be cleaned. Not a pleasant experience.</p> <p>He stated that the grease increase is due to the fact that grease isn't a desirable product to have go through the plant. It must be removed because it doesn't break down well and is not a good seed for the biology of the plant. Hofstetter asked how many other places around do septage receiving. Troyer stated that Lodi, Canton, and Wooster are the closest. He believes Newark and Zanesville also have one. Due to that reason, we get a lot of outside septage coming into the plant. Shoemaker asked if we get a lot of money coming in from receiving septage. Troyer stated that at our current rates, no we do not. He stated that what we bill out and what we pay Agri Sludge to come pick up is about the same price. Hines stated that when we were in the talks of the new sewer plant, that the EPA said that would be a good money maker, and that is the first he heard that it wasn't. He agreed we should raise the rates. Conn asked if we should continue to take the grease. Troyer stated at the new rates, we should be ok but not at eight cents a gallon. Hofstetter asked if we were currently taking portable toilets. Troyer stated that yes, we were at five cents a gallon. Hines asked if there was something in the sewage legislation that says that we can refuse septage. Troyer stated that we have at times, if there was an issue with the plant, or if it's full, we can refuse and we have. We sample test every load that comes in for different things. Example: metals is horrible when it comes into a plant. That it can be traced that way. Hofstetter asked where that would come from. Troyer stated it can come from cooling systems, hot water systems, heating cooling systems. Shoemaker asked if they really had to scrape it out by hand from the portable toilets. Troyer replied yes, onto screens. No need to have a motion made to change rates. That they will make a resolution for new rates, with a yearly increase. Hofstetter stated that he would be in favor of the new rates. Troyer asked if we increase a penny every other year would that be ok. Conn stated that maybe we should look at it every other year and see. Vaughn suggested to do the penny increase every other year then in five years take a more detailed look at.</p> <p>Deer Run Park: Reminder: Story Walk ribbon cutting is July 30th at 10:00 am.</p> <p>Credit Requests: <i>James Klingler, 52 Quail Street:</i> Pipes froze and broke under the mobile home and a credit was issued last quarter. Cline Plumbing came to fix the water leak. They did not replace the pipe the first time and repaired it but it broke again. The second time it broke, they replaced the pipe. 89,000 gallons of water was used. I am requesting a credit for the sewer portion of the bill for \$172.50 <i>B & B Land and Cattle, Tom Bird, 34 S Clay St:</i> A waterpipe broke and ran down into the basement. The pump did not work, and the water had to be pumped out and did not go down the sewer system.</p>	

131,000 gallons of water was used. I am requesting a credit for the sewer portion of the bill for \$265.20. Hofstetter asked if that was the bookstore building. Troyer replied yes it was.

DEPARTMENT:	FISCAL
REPRESENTATIVES NAMES:	KAREN SHAFFER/KAREN COOL-MILLER
DISCUSSION: The Standard Life Insurance has contacted us about rates for 2022 and 2023. There will be no rate increase for those years.	

LEGISLATION

NUMBER:	Ordinance 2021-105
TITLE: An Ordinance Revising The Sign Ordinance Regarding Billboards	
CLASSIFICATION:	Ordinance
STATUS:	2nd Reading
DISCUSSION: Mayor read for the 2 nd time by title only.	

LEGISLATION

NUMBER:	Ordinance 2021-106
TITLE: An Ordinance Amending Zoning Map (Zoned Territory) Of The Village Of Millersburg	
CLASSIFICATION:	Ordinance
STATUS:	1st Reading
DISCUSSION: Mayor read for the 1 st time by title only.	

LEGISLATION

NUMBER:	Ordinance 2021-107
TITLE: An Ordinance Amending Zoning Map (Zoned Territory) Of The Village Of Millersburg	
CLASSIFICATION:	Ordinance
STATUS:	1st Reading
DISCUSSION: Mayor read for the 1 st time by title only.	

LEGISLATION

NUMBER:	Emergency Resolution 2021-22		
TITLE: A Resolution Authorizing The Creation Of The American Rescue Plan Act Fund (ARPA) To Track Related Revenues And Expenditures And Declaring An Emergency.			
CLASSIFICATION:	Resolution		
STATUS:	Emergency		
DISCUSSION: Mayor read for the 1 st time by title only. Hofstetter asked if those were the final numbers. Shaffer replied as far as we know it is.			
MOTION TO:	Suspend the Rules for 2nd & 3rd Reading		
MOTION BY:	Shoemaker		
MOTION SECONDED BY:	Polen		
VOTING ROLL CALL:	VOTE		
Shoemaker	Yes	Vaughn	Yes
Polen	Yes	Conn	Yes
Hofstetter	Yes	Choose an item.	Choose an item.
VOTING RESULTS:	YES: 5 NO: 0		

MOTION TO:	Pass & Adopt
MOTION BY:	Hofstetter
MOTION SECONDED BY:	Vaughn

VOTING ROLL CALL:		VOTE	
Hofstetter	Yes	Shoemaker	Yes
Vaughn	Yes	Conn	Yes
Polen	Yes	Choose an item.	Choose an item.
VOTING RESULTS:		YES: 5	NO: 0

PRIOR BUSINESS

TOPIC:	Kimble Recycling
PRESENTED BY:	Shoemaker
DISCUSSION: Shoemaker stated that at a previous meeting, we talked about Kimble restricting the recycling with what they will take. Hines mentioned that Wooster has more restrictions than the previous recycler did. That only certain types of plastic can go through. Hines stated that he doesn't know what they propose in Millersburg. Shoemaker asked Troyer if he can see a difference in what they had originally proposed to now. Troyer stated that we are restricted with type 1 – 7 plastics and that's always been that way. That plastic bags, wrapping paper, and styrofoam have always been restricted. Shoemaker asked what they originally had as what we can recycle. Troyer was unsure and stated that he would have to look at it. Huebner stated that the market may have something to do with some newer restrictions.	

TOPIC:	Sidewalk Leveling
PRESENTED BY:	Hofstetter
DISCUSSION: Hofstetter stated that a couple months ago that it was talked about to do some sidewalk leveling and wanted to know where we were on that. Troyer stated that he was waiting to get everything on our end done then he was going to see what funds were available.	

DEPARTMENT:	MAYOR
REPRESENTATIVES NAMES:	JEFF HUEBNER
DISCUSSION: Speaking to the residents of Millersburg: I urge and encourage all residents that has a question or a comment about anything that happens in the village to contact the local officials or the office staff. These are your best resources to get the correct information in a timely manner. Stated that he understands that with social media out there, there is a lot of mis information and that doesn't help anyone when that happens. That all our contact information is on Millersburgohio.com, the village website, and talk to either an elected official or someone in the office to get correct information.	

EXECUTIVE SESSION

PURPOSE: To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Also, to consider the purchase or sale of public property if the public interest would be hurt by the premature disclosure of the information.			
MOTION BY:		Conn	
MOTION SECONDED BY:		Polen	
VOTING ROLL CALL:		VOTE	
Conn	Yes	Hofstetter	Yes
Polen	Yes	Shoemaker	Yes
Vaughn	Yes	Choose an item.	Choose an item.
VOTING RESULTS:		YES: 5	NO: 0

EXECUTIVE SESSION ACTION (If Any)

ACTION: None taken

NEXT SCHEDULED MEETING

TYPE OF MEETING:	<u>Regular</u>
DATE:	<u>8/9/2021</u>
TIME:	<u>7:00 pm</u>

LOCATION: Council Chambers	6 N Washington St.; Millersburg, OH 44654
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ADJOURNMENT

MOTION BY:		Polen	
MOTION SECONDED BY:		Shoemaker	
VOTING ROLL CALL:		VOTE	
Polen	Yes	Vaughn	Yes
Shoemaker	Yes	Conn	Yes
Hofstetter	Yes	Choose an item.	Choose an item.
VOTING RESULTS:		YES: 5 NO: 0	

MINUTES PREPARED BY

SIGNATURE: Karen Cool-Miller	TITLE	DATE
	Asst Fiscal Officer	Click or tap to enter a date.

ATTESTED BY

SIGNATURE: Karen Shaffer	TITLE	DATE
	Clerk-Treasurer	Click or tap to enter a date.

CERTIFICATION

SIGNATURE: Jeff Huebner	TITLE	DATE
	Mayor	Click or tap to enter a date.