

ENTITY NAME: VILLAGE OF MILLERSBURG

BOARD NAME: MILLERSBURG VILLAGE COUNCIL

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 8/9/2021

START TIME: 7:00 P.M.

END TIME: 7:08 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
MOTION TO EXCUSE	Choose an item.	Troyer, Cool-Miller, Hines	
MOTION BY	Polen	MOTION SECONDED BY	Hoffee
VOTING ROLL CALL		VOTE	
Polen	Yes	Shoemaker	Yes
Hoffee	Yes	Vaughn	Yes
Conn	Yes	Hofstetter	Yes
VOTING RESULTS		YES: 6	NO:

IN ATTENDANCE

NAME	VISITOR/EMPLOYEE	NAME	VISITOR/EMPLOYEE
Jeff Huebner	Mayor		Administrator
	Solicitor	Matt Shaner	Police Chief
Karen Shaffer	Clerk-Treasurer		Assist Fiscal Officer
Melissa Patrick	Visitor		Choose an item.
Kevin Lynch	Visitor		Choose an item.

APPROVAL OF PREVIOUS MINUTES

TYPE OF MEETING		Regular	
SUSPEND READING OF MINUTES HELD ON		7/26/2021	
MOTION BY		Conn	
MOTION SECONDED BY		Shoemaker	
VOTING ROLL CALL		VOTE	
Conn	Yes	Hoffee	Yes
Shoemaker	Yes	Hofstetter	Yes
Polen	Yes	Vaughn	Yes
VOTING RESULTS		YES: 6	NO:
CORRECTIONS (If any): Hofstetter corrected the minutes to reflect the name of a property owner. Rod Starr is the owner of property beside Old Airport Park where a dead tree is located. His name was listed as Rob Starr.			
MOTION TO APPROVE BY		Hoffee	
MOTION SECONDED BY		Hofstetter	
VOTING ROLL CALL		VOTE	
Hoffee	Yes	Conn	Yes
Hofstetter	Yes	Shoemaker	Yes
Polen	Yes	Vaughn	Yes
VOTING RESULTS		YES: 6	NO:

APPROVAL OF BILLS

BILL RESOLUTION 2021-23	Bills \$24,576.09	Payroll \$48,290.17	Total \$72,866.26
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MOTION BY		Conn	
MOTION SECONDED BY		Shoemaker	
VOTING ROLL CALL		VOTE	
Conn	Yes	Hoffee	Yes
Shoemaker	Yes	Hofstetter	Yes
Polen	Yes	Vaughn	Yes
VOTING RESULTS		YES: 6	NO:

DEPARTMENT HEAD/OFFICIAL REPORT

DEPARTMENT	POLICE DEPARTMENT
REPRESENTATIVE'S NAME	CHIEF MATT SHANER
DISCUSSION: Informed Council Dispatcher Ashly Phillips started her employment on August 7, 2021. Newly hired Patrolman Kaleb Bethel was sworn in tonight and will be starting his employment on August 14, 2021. The other applicant for patrol (Colin Hickey) declined the position as he has taken an offer from another department. Caleb Cox (current dispatcher) has passed his exams for entry into the Police Academy. He will start the academy on October 23, 2021	

DEPARTMENT	ADMINISTRATION
REPRESENTATIVE'S NAME	MAYOR HUEBNER IN THE ABSENCE OF NATE TROYER
DISCUSSION: Informed Council the sidewalk work on Wooster Road is complete and crews are starting on S. Washington St. Weather dependent, they should be completed with the work by the end of this week.	
Informed Council the base and top coat were applied to the tennis/pickle ball courts. This will need to cure for 14 to 21 days, and then the sports surface will be applied.	
Informed Council the Street Dept. has been painting curbs and crosswalks. The Clay Street Park equipment has been painted as well. All parking lots have been cleaned, swept, and weeded, with the exception of the S. Washington St. lot (across from the Post Office), as it is always full of vehicles.	
Informed Council Hardy Twp. brought in their Boom Mower for some tree/brush trimming. Hardy and the Village share equipment from time to time to assist each entity.	

DEPARTMENT	FISCAL
REPRESENTATIVE'S NAME	KAREN SHAFFER
DISCUSSION: July Financial Statements were sent to all officials. Acknowledgement of receipt form was signed by all.	
Informed Council the 2019/2020 Audit was complete and they should have all received a copy. The audit is published on the Auditor of State of Ohio website. Mayor Huebner thanked the staff for good record keeping.	

LEGISLATION

NUMBER	Ordinance 2021-105		
TITLE: An Ordinance Revising the Sign Ordinance Regarding Billboards			
CLASSIFICATION	Ordinance		
STATUS	3rd Reading		
DISCUSSION			
MOTION TO	Pass & Adopt		
MOTION BY	Hoffee		
MOTION SECONDED BY	Vaughn		
VOTING ROLL CALL		VOTE	
Hoffee	Yes	Conn	Yes
Vaughn	Yes	Shoemaker	Yes
Polen	Yes	Hofstetter	Yes
VOTING RESULTS		YES: 6	NO:

NUMBER	Ordinance 2021-106
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TITLE: An Ordinance Amending Zoning Map (Zoned Territory) of the Village of Millersburg	
CLASSIFICATION	Ordinance
STATUS	2nd Reading

NUMBER	Ordinance 2021-107
TITLE: An Ordinance Amending Zoning Map (Zoned Territory) of the Village of Millersburg	
CLASSIFICATION	Ordinance
STATUS	2nd Reading

NEW BUSINESS

TOPIC	Audio/Visual Equipment
PRESENTED BY	Mayor Huebner
DISCUSSION: Mayor Huebner asked Council if they would like to explore options and costs for the installation of audio/visual equipment to be installed in Council Chambers in order to provide citizens with a better quality of viewing meetings. Vaughn noted a better set is needed. Hoffee was also in favor for public viewing. Council agreed to pursue options.	

NEXT SCHEDULED MEETING

TYPE OF MEETING	<u>Regular</u>
DATE	<u>8/23/2021</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		VOTE	
Polen	Yes	Conn	Yes
Hofstetter	Yes	Shoemaker	Yes
Hoffee	Yes	Vaughn	Yes
VOTING RESULTS	YES: 6 NO:		

MINUTES PREPARED BY

SIGNATURE: Karen Shaffer	TITLE	DATE
	Clerk-Treasurer	8/10/2021

ATTESTED BY

SIGNATURE: Karen Shaffer	TITLE	DATE
	Clerk-Treasurer	8/23/2021

CERTIFICATION

SIGNATURE: Jeff Huebner	TITLE	DATE
	Mayor	8/23/2021