

ENTITY NAME: VILLAGE OF MILLERSBURG

BOARD NAME: MILLERSBURG VILLAGE COUNCIL

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 8/23/2021

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
Conn	Present	Vaughn	Present
Polen	Present	Hoffee	Present
Shoemaker	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	Karen Cool-Miller	Assist Fiscal Officer
Pat Mellor	Employee	Linda Gabriel	Visitor
Monte King	Visitor	Kevin Lynch (Daily Record)	Visitor
Susan Davis	Visitor	Melissa Patrick (WKLM)	Visitor
Jack Davis	Visitor	Lynda McCombs	Visitor
Gabriel O'Brien	Visitor		Choose an item.

APPROVAL OF PREVIOUS MINUTES

TYPE OF MEETING:		Regular	
SUSPEND READING OF MINUTES HELD ON:		8/9/2021	
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: 0	
CORRECTIONS (If any)			
MOTION TO APPROVE BY:		Vaughn	
MOTION SECONDED BY:		Hoffee	
VOTING ROLL CALL:		VOTE	
Vaughn	Yes	Shoemaker	Yes
Hoffee	Yes	Conn	Yes
Hofstetter	Yes	Polen	Yes
VOTING RESULTS:		YES: 6 NO: 0	

APPROVAL OF BILLS

BILL RESOLUTION 2021-24	Bills \$ 68,536.99	Payroll \$ 52,150.64	Total \$ 120,687.63
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: 0

DEPARTMENT HEAD/OFFICIAL REPORT

DEPARTMENT:	POLICE DEPARTMENT
REPRESENTATIVE'S NAME:	CHIEF MATT SHANER
<p>DISCUSSION: 2 New Employees: They are doing good. Ashly Phillips in dispatch and Kaleb Bethel is learning dispatch presently but will be moved to patrol soon.</p> <p>OCJS Grant: Received an email from them about the body cam grant. Will be checking more into the grant to get body cams for the officers. No time frames available.</p>	

DEPARTMENT:	ADMINISTRATION		
REPRESENTATIVE'S NAME:	NATE TROYER		
<p>DISCUSSION: DRB & P&Z Commission: DRB will meet at 6:00 pm on Wednesday, September 1st to review a COA for window, door, and awning placement at Bags (70 E. Jackson St building, the west building of the two). P&Z will also meet at 6:30 pm to review the construction of a horse/bike shelter at Save & Serve, a setback variance request.</p> <p>Resurfacing / Sidewalk Projects: Mid-Ohio Concrete is presently done with the sidewalks. All they need to do now is go through and do the back fill and seed any disturbed areas.</p> <p>Airport Park: New surface has been installed and the concrete bases for the tennis and pickleball nets have been poured. The time frame for the curing of the new surface is 14 to 21 days. They are having issues with getting materials.</p> <p>ODOT Salt Contract: ODOT notified us that the upcoming winter salt contract was awarded to Cargill at a price of \$58.62 per ton (Last year it was \$60.71). We committed to 200 tons. We are guaranteed that price if we purchase 90% to 110% of that.</p> <p>Monitoring Well Installation: BJAAM Environment has requested permission to install three additional monitoring wells for the former BP location at 111 E. Jackson St. Two of the wells would be on Jackson Street and one would be on our property at the parking lot. These would be wells #13, 14, and 15. They will be 40 feet deep and 8-inch casing. We are presently not having any issues with the other wells. Vaughn asked how long would this take? He stated that Monroe took a week to do and if we did that on Jackson St, it would cause major traffic problems. Troyer didn't have a time frame from them yet. Huebner asked Troyer to check with the company and see if they can come early morning or late evening to avoid the busiest traffic times. Troyer will report back on each concern.</p> <p>Source One Group: Last week, Chief Shaner, Karen Shaffer, Karen Cool, and Troyer met with Source One and would like to ask Council to consider allowing us to enroll with them in an employee assistance program. We would ask to make this service available to all employees that are eligible for health care coverage as well as part time employees, and their dependents. This would be for counseling for work, life, financial, whatever they need. He stated that we already had one employee go to counseling on a work-related issue, and it went very well. Shaffer stated that it would be a little less than a \$1000 a year if we include full time and part time employees. She also stated that we were paying \$125.00 per visit for the employee that had gone previously. At that price, we would reach that goal in no time. Troyer stated that we do have a 30-day cancellation policy on this. Hoffee asked how we would know if it's being utilized. Shaffer stated that they would be giving us quarterly reports and that it's a year contract and we can change it after that year if people are utilizing it. Troyer said that he would recommend going with option number 2 which costs \$2.00 per person per month that is eligible for health care, part time employees, and their dependents. Shoemaker asked where they would go. Shaffer replied that once a month they are in Millersburg, but primarily in Wooster. Troyer stated that we would need a motion to proceed (plan 2 for one year).</p>			
MOTION BY:	Vaughn		
MOTION SECONDED BY:	Polen		
VOTING ROLL CALL:	VOTE		
Vaughn	Yes	Shoemaker	Yes
Polen	Yes	Hofstetter	Yes
Hoffee	Yes	Conn	Yes
VOTING RESULTS:	YES: 6	NO: 0	

Audio / Visual Quote: We have received one quote for a camera /audio system to record and broadcast our meetings and will be meeting with another company this week for an additional quote. We will report back to Council before proceeding. Stated that the other things he has are for executive session and requests that Pat Mellor be able to sit in the executive session for the personnel portion.

LEGISLATION

NUMBER:	Ordinance 2021-106
TITLE:	An Ordinance Amending Zoning Map (Zoned Territory) Of The Village Of Millersburg
CLASSIFICATION:	Ordinance
STATUS:	3rd Reading

DISCUSSION: Huebner stated that this ordinance pertains to the Grandview Holdings property located between Sill and Cary Street zoning from R3 to SU with a little under 4 acres. Hines spoke up and apologized for not recognizing this earlier. He stated that Shoemaker lives across the street from the project and Vaughn has family that lives on the end of that street. He stated that he contacted the Ethics Commission, and they will get back to him in 45 days. However, the attorney did send him material to read. Hines stated that Shoemaker will not be able to participate, vote or abstain due to a conflict of interest. He also stated that in Vaughn’s case, it’s not him, but his son, that lives there and would take a little bit of research and won’t give advice when he hasn’t looked further into it. Hines advised Vaughn to not participate, vote, or abstain on the issue as well. They can go to the audience as a resident and discuss, but no discussing at council table as an elected official.

Gabriel O’Brien spoke up and said that this was the first that he has heard about this when someone placed something on his door. He would like further information. Huebner stated that phase one of this project is 18 units. Huebner stated he has a packet and has given one of the neighbors there a packet and was under the impression that it would be handed out. This development butts right into his property. He has concerns about it, but doesn’t have a lot of information, but from what he sees there would be 132 units and that is a lot of vehicles in and out of that street. Huebner stated that these are higher end rental units. The streets will need to be upgraded. Shaffer reminded everyone that this meeting is just for a zoning change, and not the construction of the units. Obrien also stated that he does cinematography for a living, and he can help Troyer out with trying to get AV equipment in Council Chambers. He left his name and number on the sign in sheet.

Linda McCombs spoke up asking if they were positive, these were high end rentals. Huebner stated that these are high end and not government subsidized units. Troyer spoke up and stated that Monte King from Stenwood Developers was present, and he can answer any questions. King stated that the total cost of the duplexes will be around \$250,000 with rental being around \$1200.00 per month. With phase 2 and 3, those units will be tiered because of the lay of the land. Will have tenants coming in from the bottom of the unit, about 4 story like they are building in Berlin right now. The streets, roads, and everything will be private, and they will maintain all of that. McCombs spoke up that she lives in between the two streets, and she has grandchildren and there are a lot of kids on Maxwell St and people don’t drive the 25-mph speed limit. Another guest spoke up about having to have the streets widened. King stated that it was up for discussion and that the planning commission was talking about widening the streets. Concern was made about taking property to make the street wide enough. Troyer spoke up and stated that this will be done on the right of way, and no property will be taken. The streets now are 18 feet, actual pavement width. King stated that they would need to be widened to 25 feet. McCombs stated that this will increase the traffic. Obrien spoke up and stated that SR 83 is tricky getting on, on a good day. With that many units you will have that many more vehicles or twice as many vehicles.

Jack Davis spoke up and stated that he went around talking to 20 to 25 people and no one is for this. They have no problem with keeping it as single-family units, but multiple family units no one wants any part of it. That he is worried about the children and the increased traffic in the area.

Huebner asked Council if they have any questions. Hoffee spoke up and said that she understood, but with single family units there will still be traffic. Davis stated that the traffic will be way less with single family units. When you are looking at 130 units times 2 or 3 people, that’s a lot of people going in and out. If there were 6 or 7 family units there is a huge difference in the number of vehicles. Hines asked Troyer if we could put in a traffic light on SR 83 to help control the traffic. Davis stated that the traffic light won’t help the amount of people being down in there. Linda Davis said that it would just back everything up with that many people in there. Davis stated that he is for a stop light right now. Troyer stated that the best place for the stop light would be on Cary street. If it was on Sill

St. there would be a short sight distance on that hill, plus we wouldn't want semis struggling on that incline. So, Cary would be the best bet. Hines stated that the developer should be responsible for that. Troyer agreed. Hofstetter asked if each phase would come back for approval. Troyer replied yes it would. This is just to change the zoning and then phase one could be started. Obrien asked when this would begin. King replied, soon.

Davis asked what the benefits would be to this, because for him there are none. Hoffee had a question for Shoemaker. Hines replied that Shoemaker would need to get to sit with the citizens to state anything. He moved. Hoffee stated that for months he has been asking for buildings and growth and now he is against this. Shoemaker stated that we need single family starter homes. Homes the young families can afford. Huebner stated that this will open some other homes for those families. Davis stated he is not against single family homes there, but not something as drastic as this in a nice small family neighborhood. Stated that they won't be able to police that many people going in and out day and night. Shoemaker stated that rentals are transient, where home ownerships have people investing.

Conn spoke up and stated that in 2000 the population of Millersburg was at its highest with 3300 people. Right now, we are at 3200. He sees growth and sees the challenges that goes along with that. He understands the concerns. Hines spoke up and stated that when the sewer plant was being constructed, there was a study done that showed by this time the population of Millersburg would skyrocket. We have gone down in population, not up. There are not many places in Millersburg that we can build structures on. Davis stated that getting bigger just causes more problems. Conn stated that when people move here, they are investing in the village by purchasing their home, dining, shops etc. Davis stated that this town is big enough, but our kids will pay the price. Stated that he wanted to live in a small town with good people in it and if he wanted to live in a larger town he would live in Wooster. He wanted a small town, and we are doing just fine the way they are.

After the vote, Hoffee suggested that the people that are concerned, need to go to the Planning & Zoning Committee Meeting and take their concerns there. Shaffer spoke up and stated a date has not yet been scheduled. Huebner spoke up and stated that Planning and Zoning meet every 1st Wednesday every month at 6:30 pm. That whoever has signed in, we will contact to let them know when it will be. Shoemaker returned to council table.

MOTION TO:		Pass & Adopt	
MOTION BY:		Hofstetter	
MOTION SECONDED BY:		Conn	
VOTING ROLL CALL:		VOTE	
Hofstetter	Yes	Polen	Yes
Conn	Yes	Choose an item.	Choose an item.
Hoffee	Yes	Choose an item.	Choose an item.
VOTING RESULTS:		YES: 4 NO: 0	

LEGISLATION

NUMBER:		Ordinance 2021-107	
TITLE: An Ordinance Amending Zoning Map (Zoned Territory) Of The Village Of Millersburg			
CLASSIFICATION:		Ordinance	
STATUS:		3rd Reading	
DISCUSSION: This is to rezone the former Castle Building off SR 241 from a B1 to SU zoning.			
MOTION TO:		Pass & Adopt	
MOTION BY:		Vaughn	
MOTION SECONDED BY:		Polen	
VOTING ROLL CALL:		VOTE	
Vaughn	Yes	Hofstetter	Yes
Polen	Yes	Conn	Yes
Hoffee	Yes	Shoemaker	Yes
VOTING RESULTS:		YES: 6 NO: 0	

LEGISLATION

NUMBER:	Ordinance 2021-108
TITLE:	An Ordinance Amending Section 929.16(h) Of The Sewer Ordinances
CLASSIFICATION:	Ordinance
STATUS:	1st Reading
DISCUSSION: This is only for septage receiving. This is not a sewer rate increase for the village.	

LEGISLATION

NUMBER:	Emergency Resolution 2021-25
TITLE:	An Emergency Resolution Authorizing The Village Administrator To File A Petitioning With The Court For Forfeiture Of Real Property To The Village
CLASSIFICATION:	Resolution
STATUS:	Emergency
DISCUSSION: Bob Hines stated that Karen S. received notice about a piece of property on S. Crawford St. nine days ago was not selling. We were told that we could get the property without paying the back taxes and the property is valued at \$10,000 and the taxes due are \$3200. He has since found out that he was told wrong. We would have to pay the back taxes on it. It's gone up for sale twice and no bidder. He states, if it doesn't sell, then it will go back to the auditor to try to sell. If it doesn't sell, then the auditor can sell it for a penny. Hines stated that he thinks we should just leave it because some young couple could come and purchase it. Huebner stated that it really isn't anything that we want. Some council members spoke up in agreement. Hofstetter stated that when you look at it, it looks like the back-corner portion of the front person's lot. He stated that it is under the same name as the front lot. Hines stated the adjoining landowner may be interested in it then. Mayor Huebner rescinded the 1 st reading.	

PRIOR BUSINESS

TOPIC:	One-way street painting
PRESENTED BY:	Hofstetter
DISCUSSION: Hofstetter thanked Troyer and Mellor for the street markings on West Adams Street and other areas. He is hoping that this will stop the wrong way traffic.	

NEW BUSINESS

TOPIC:	Rumors of a Street Scape
PRESENTED BY:	Hoffee
DISCUSSION: She stated that there was a rumor going around by HDM, that the Village is doing a street scape with lights and everything. Troyer stated that it's just lights, there is no street scape.	

NEW BUSINESS

TOPIC:	Vintage Village Sign
PRESENTED BY:	Hoffee
DISCUSSION: She stated that the Vintage in the Village Sign for August 7, needs to be taken down and asked that HDM update signage with current events.	

NEW BUSINESS

TOPIC:	Support Local Businesses
PRESENTED BY:	Hoffee
DISCUSSION: Speaking to the public, she urged everyone to support local businesses. Businesses are struggling and we need to support our community. That our area businesses donate a lot to our children through sponsorships, to our community, fund raisers, festivals, etc. and we need to start giving back to them. Start going into town businesses and spend some money.	

EXECUTIVE SESSION

PURPOSE: Consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Or to consider the investigations of charges or complaints against a public employee, official, licensee, or "regulated individual" (a student in public	
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educational institution or a person in a public institution for custodial care). However, the person being investigated of charges or complaints has the right to request a public hearing. 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:		Polen	
MOTION SECONDED BY:		Hofstetter	
VOTING ROLL CALL:		VOTE	
Polen	Yes	Conn	Yes
Hofstetter	Yes	Shoemaker	Yes
Vaughn	Yes	Hoffee	Yes
VOTING RESULTS:		YES: 6	NO: 0

EXECUTIVE SESSION ACTION (If Any)

ACTION: Hoffee made a motion to give Pat Mellor the Street Superintendent and the Cemetery Sexton to receive a pay raise to the hourly rate of \$32.54.

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

NEXT SCHEDULED MEETING

TYPE OF MEETING:	<u>Regular</u>
DATE:	<u>9/13/2021</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	Shoemaker	Yes
Hofstetter	Yes	Conn	Yes
Hoffee	Yes	Vaughn	Yes
VOTING RESULTS:		YES: 6	NO: 0

MINUTES PREPARED BY

SIGNATURE: Karen Cool-Miller	TITLE	DATE
	Asst Fiscal Officer	8/24/2021

ATTESTED BY

SIGNATURE: Karen Shaffer	TITLE	DATE
	Clerk-Treasurer	8/24/2021

CERTIFICATION

SIGNATURE: Jeff Huebner	TITLE	DATE
	Mayor	8/24/2021