

ENTITY NAME: VILLAGE OF MILLERSBURG

BOARD NAME: MILLERSBURG VILLAGE COUNCIL

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 10/25/2021

START TIME: 7:00 P.M.

END TIME: 7:20 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
Hoffee	Present	Conn	Present
Polen	Present	Hofstetter	Present
Shoemaker	Present	Vaughn	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
Mellissa Patrick - WKLM	Visitor		Choose an item.
	Choose an item.		Choose an item.

APPROVAL OF PREVIOUS MINUTES

TYPE OF MEETING:		Regular	
SUSPEND READING OF MINUTES HELD ON:		10/11/2021	
MOTION BY:		Polen	
MOTION SECONDED BY:		Hoffee	
VOTING ROLL CALL:		VOTE:	
Polen	Yes	Vaughn	Yes
Hoffee	Yes	Hofstetter	Yes
Shoemaker	Yes	Conn	Yes
VOTING RESULTS:		YES: 6 NO: 0	
CORRECTIONS (If any): Hoffee stated the date for next meeting says 10/18/2021 when it should say 10/25/2021.			
MOTION TO APPROVE WITH CORRECTIONS:		Hoffee	
MOTION SECONDED BY:		Conn	
VOTING ROLL CALL:		VOTE:	
Hoffee	Yes	Vaughn	Yes
Conn	Yes	Shoemaker	Yes
Polen	Yes	Hofstetter	Yes
VOTING RESULTS:		YES: 6 NO: 0	

APPROVAL OF BILLS

BILL RESOLUTION 2021-32	Bills \$ 143,528.35	Payroll \$ 49,786.74	Total \$ 193,315.09
MOTION BY:		Hofstetter	
MOTION SECONDED BY:		Vaughn	
VOTING ROLL CALL:		VOTE:	
Hofstetter	Yes	Hoffee	Yes
Vaughn	Yes	Shoemaker	Yes
Polen	Yes	Conn	Yes
VOTING RESULTS:		YES: 6 NO: 0	

DEPARTMENT:	ADMINISTRATION
REPRESENTATIVE'S NAME:	NATE TROYER
<p>DISCUSSION: DRB and P&Z Commission will meet on 11/3/21 to review a sign variance submitted by Save and Serve.</p> <p>Airport Park: Vasco is putting together an estimate for additional painting and fencing at the Pickleball Courts.</p> <p>Comprehensive Plan: The next workshop is scheduled for 10/28/2021 from 5:30 – 7 pm with Infrastructure/Utilities/Public Safety being the topic. The meeting is to be held at Harvest Ridge.</p> <p>Leaf Pickup: The 2021 leaf pickup starts this week. The schedule and information has been posted to our Facebook page and was sent out as a press release last week. Any residents with questions should contact the Village Offices.</p> <p>Jones St/Wooster Rd Intersection: Troyer stated that Conn had spoken with him about that intersection. There is an island with an electric pole in the middle of the intersection. Cars are using the outbound lane to turn onto Jones Street. Troyer stated that he has been in contact with AEP to relocate that pole so that we can remove that island and redo that intersection and make it safer for everyone. Hofstetter asked if there would still be two turning lanes exiting Jones St. Troyer stated that yes there would, it is plenty wide enough with the island removed. Hofstetter asked if they would move the pole south. Troyer stated he is not sure how they are going to do it. That the engineer he talked to was very optimistic about them being able to do it. Hoffee asked if we could paint it or place signs. Troyer stated that about 100 feet from the intersection on Jones St, there are signs designating split lanes ahead.</p>	

DEPARTMENT:	FISCAL		
REPRESENTATIVE'S NAME:	KAREN SHAFFER/KAREN COOL-MILLER		
<p>DISCUSSION: Speedway is changing the membership on their liquor license. If we wanted to contest it, we could have a motion to have a hearing or we could make a motion to allow the change. Nothing is changing in their license except the name.</p>			
MOTION APPROVE THE NAME CHANGE:	Shoemaker		
MOTION SECONDED BY:	Vaughn		
VOTING ROLL CALL:	VOTE:		
Shoemaker	Yes	Hofstetter	Yes
Vaughn	Yes	Hoffee	Yes
Polen	Yes	Conn	Yes
VOTING RESULTS:	YES: 6 NO: 0		
<p>TagMaster: The septage receiving cards are running low. The only place that Skolmutch found that sells the cards we need, is from TagMaster in France. We sent payment to them via check and now they want us to wire them the money instead. Troyer stated that these are the cards that we give to the septage receiving haulers and for bulk water sales that allows them to come in after hours. The cards are used to start the system whether anyone is there or not. The card is tied to that person. If a driver loses the card, we can issue a new one and have it programmed here, rather than sending them to France to get programmed. If a driver loses the card, they will be charged a fee. Hoffee asked how often do we need to order these cards? Troyer stated that these are the cards we received when we installed the new sewer plant. This is the first time we have had to order replacements. We will need to do a stop payment on the check and pay the wire fee to wire the funds to TagMaster in France. We will need a motion to wire the money.</p>			
MOTION APPROVE WIRING MONEY BY:	Hoffee		
MOTION SECONDED BY:	Shoemaker		
VOTING ROLL CALL:	VOTE:		
Hoffee	Yes	Hofstetter	Yes
Shoemaker	Yes	Vaughn	Yes
Polen	Yes	Conn	Yes
VOTING RESULTS:	YES: 6 NO: 0		

DEPARTMENT:	LEGAL
REPRESENTATIVE'S NAME:	Bob Hines

DISCUSSION: He stated that the quiet title action for the post office parking lot was just filed last week. Since a lot of the owners are deceased, it will have to be published in local papers and that can take some time, but he doesn't foresee any opposition to this.

Alley Vacations: He stated that we have all the surveys and descriptions for the alley vacations finished. There are 10 different alleys and over 50 owners. We need to get consent from all of the owners, if we can, to proceed. Marty Grice and Mary Shaffer will work on contacting the owners. Once they have all been contacted and signed a consent letter, we can move forward. However, he does know of one deceased owner so we may have to do some publications. He would like to have different ordinances made up due to the fact that one ordinance would be voluminous. He is still trying to iron out the details of everything, and just wanted to let everyone know that it is in the works. Hofstetter asked if the alleys are in one quadrant or all over? Hines stated that they are mostly in the glass plant area but there are some in the northeast part of town as well.

LEGISLATION

NUMBER:	Resolution 2021-29		
TITLE:	"A Resolution Authorizing the Purchase of Real Estate"		
CLASSIFICATION:	Resolution		
STATUS:	3rd Reading		
MOTION TO PASS:	Pass & Adopt		
MOTION BY:	Hofstetter		
MOTION SECONDED BY:	Polen		
VOTING ROLL CALL:	VOTE		
Hofstetter	Yes	Shoemaker	Yes
Polen	Yes	Conn	Yes
Hoffee	Yes	Vaughn	Yes
VOTING RESULTS:	YES: 6 NO: 0		

LEGISLATION

NUMBER:	Resolution 2021-30		
TITLE:	"A Resolution To Adopt The Solid Waste Management Plan For The Holmes County Solid Waste Management District"		
CLASSIFICATION:	Resolution		
STATUS:	3rd Reading		
MOTION TO PASS:	Pass & Adopt		
MOTION BY:	Conn		
MOTION SECONDED BY:	Hoffee		
VOTING ROLL CALL:	VOTE		
Conn	Yes	Shoemaker	Yes
Hoffee	Yes	Hofstetter	Yes
Polen	Yes	Vaughn	Yes
VOTING RESULTS:	YES: 6 NO: 0		

LEGISLATION

NUMBER:	Resolution 2021-33		
TITLE:	"A Supplemental Appropriation Resolution For The General Fund, Water Operating Fund, Sewer Operating Fund, The Accumulated Leave Fund and Declaring An Emergency"		
CLASSIFICATION:	Resolution		
STATUS:	1st Reading		
MOTION TO:	Suspend the Rules for 2nd & 3rd Reading		
MOTION BY:	Vaughn		
MOTION SECONDED BY:	Hoffee		
VOTING ROLL CALL:	VOTE		
Vaughn	Yes	Shoemaker	Yes
Hoffee	Yes	Conn	Yes
Polen	Yes	Hofstetter	Yes

VOTING RESULTS:	YES: 6 NO: 0
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MOTION TO PASS:	Pass & Adopt		
MOTION BY:	Shoemaker		
MOTION SECONDED BY:	Polen		
VOTING ROLL CALL:	VOTE		
Shoemaker	Yes	Conn	Yes
Polen	Yes	Hofstetter	Yes
Hoffee	Yes	Vaughn	Yes
VOTING RESULTS:	YES: 6 NO: 0		

NEW BUSINESS

TOPIC:	Kids at play signs
PRESENTED BY:	Shoemaker
DISCUSSION: South Alexander Street: Shoemaker stated that two residents on South Alexander Street stated that they would like to see “slow children at play” signs. He stated that there is one on Swan Alley.	

NEW BUSINESS

TOPIC:	Sewage plant accepting sewage from campers
PRESENTED BY:	Shoemaker
DISCUSSION: Shoemaker asked if the sewage plant accepted sewage from campers. Troyer stated yes and they have in the past. Shoemaker then stated that his brother’s nephew from Alaska recently tried, and they wouldn’t take the sewage from his camper. Troyer stated that we haven’t been taking anything for a while due to getting things switched around and cleaned out. It could have been during that time.	

NEXT SCHEDULED MEETING

TYPE OF MEETING:	<u>Regular</u>
DATE:	<u>11/8/2021</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: 0		

MINUTES PREPARED BY

SIGNATURE: Karen Cool-Miller	TITLE	DATE
	Asst Fiscal Officer	10/26/2021

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.