



VILLAGE OF MILLERSBURG

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Jeff Huebner, Mayor

Nathan Troyer, Village Administrator

Karen Shaffer, CMC, Village Clerk-Treasurer, Tax Administrator

S. Thomas Vaughn, Police Chief

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The Council of the Village of Millersburg met in regular session on November 26, 2018 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, Kelly Hoffee and Ruby Baird. Solicitor Hines was also present.

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

BILLS: Hofstetter asked why a plate glass window was replaced. Troyer noted an employee was weed eating along W. Jackson St. at Colonial Homestead, when a rock was thrown by the weed eater. The window was broken and replaced. Motion made by Shoemaker to pay bill resolution 2018-47 bills \$279851.39; payroll \$49046.62; total \$328898.01. Seconded by Hofstetter. Upon roll call, motion carried with Shoemaker, Hofstetter, Polen, Vaughn, Hoffee and Baird voting aye.

REPORTS OF OFFICERS

Administrator Troyer: Informed Council the DRB will meet on Dec. 5 to review a COA for updated signage at the downtown CSB locations.

Informed Council a few small details are nearing completion for the OPWC Clean Ohio Fund Application. The application will be sent in this week to the State for review and issuance of the Notice to Proceed.

Informed Council the North Mad Anthony Storm Sewer plans continue to be developed. In talking with the engineer, the large concrete wall is not necessary and will be replaced with a 3' 6" rail and will reduce the cost of the project. It appears the project is getting closer to going to bid.

Informed Council Millersburg Electric has been given the go-ahead on the Glen Drive lighting project. They are working with the provider to make sure the slip fitter is the best option.

Informed Council SRTS Program (East sidewalks) kickoff meeting is scheduled for January 14th. At the last Council meeting Troyer noted he was asked to get pricing for sidewalk installation in other areas. Troyer looked at past ODOT bid information and after talking to a local contractor it looks like pricing ranges from \$7-9/square foot for installation. Costs would increase a few dollars per square foot for removal of existing sidewalks. Additional costs would be involved for areas where utilities would need relocated or right-of-way acquisition would be needed.

Informed Council the Vacall is complete and we are scheduling a day for delivery and demonstration/operation with Southeastern Equipment. At this point it looks like it will be the first week in December.

Informed Council he is currently reviewing RFP's from other communities on Comprehensive/Strategic Planning.

Informed Council he gave approval to Aspen Energy for the Village Electrical Account for the 24-month term. As we discussed at the previous meeting, the market changes daily. That day happened to be a peak so on our brokers advice, we ended up waiting a few days to

execute until the price got closer to what was quoted. We ended up at \$.04576/kWh. Original quote was \$.04448 so we are within \$.00128 of the original quote.

Informed Council (as he mentioned at the last meeting), the roof sheathing and purlins at the garage are rotted. We contacted Bogner Group to look at it and advise us how to proceed. It was their recommendation; along with their Structural P.E., to not occupy the building further. We are arranging for 2 – 40' temporary storage containers to be brought on site for tool and equipment storage at a cost of \$90 per month each. We will also be moving vehicles and larger equipment around to temporarily accommodate as much as we can. Bogner is working on a new roof design at this time and are looking at a traditional flat metal roof.

Clerk-Treasurer Shaffer: Informed Council she received a quote from Clemans-Nelson & Associates for the Personnel Policy update. The cost as a "Retainer Client" is \$8785 and a "Non-Retainer Client" is \$7450. Solicitor Hines noted the "Retainer Client" is the best way to go, as support would be available throughout the year. Motion made by Shoemaker to enter into an agreement with Clemans-Nelson & Associates under the "Retainer Client" contract. Seconded by Hoffee. Upon roll call, motion carried with Shoemaker, Hoffee, Baird, Polen, Hofstetter and Vaughn voting aye.

LEGISLATION: Mayor Huebner read Ordinance 2018-107 "An Ordinance Amending Section 331.36 Of The Millersburg Ordinances Establishing A Violation Prohibiting The Use Of "Jake Brakes" And Other Means Of Slowing A Motor Vehicle Which Causes An Unreasonably Loud Noise" for the third time by title only. Motion made by Vaughn to pass and adopt Ordinance 2018-107. Seconded by Polen. Upon roll call, motion carried with Vaughn, Polen, Hofstetter, Shoemaker, Hoffee and Baird voting aye.

EXECUTIVE SESSION: Motion made by Polen to adjourn into executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. Seconded by Hofstetter. Upon roll call, motion carried with Polen, Hofstetter, Vaughn, Shoemaker, Hoffee and Baird voting aye.

RECONVENED TO REGULAR SESSION

EXECUTIVE SESSION ACTION: Motion made by Hoffee to approve the Ohio Associations of Chiefs of Police proposal for the Chief of Police Assessment Center. Seconded by Hofstetter. Upon roll call, motion carried with Hoffee, Hofstetter, Polen, Vaughn, Shoemaker and Baird voting aye.

Motion made by Shoemaker to approve the hiring of Daniel Baker as a patrolman as recommended by Chief Vaughn. His effective date is November 29, 2018. Seconded by Polen. Upon roll call, motion carried with Shoemaker, Polen, Baird, Hoffee, Vaughn, and Hofstetter voting aye.

Motion made by Hofstetter to approve the Chief of Police hiring a new officer before the next meeting. Seconded by Hoffee. Upon roll call, motion carried with Hofstetter, Hoffee, Polen, Vaughn, Shoemaker and Baird voting aye. The Chief will present Council with the hiring info at the next meeting.

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

Approved Date _____

Karen Shaffer, Clerk-Treasurer

Jeff Huebner, Mayor