

The Council of the Village of Millersburg met in regular session on December 9, 2019 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, Junior Vaughn, Kelly Hoffee and Ruby Baird. Solicitor Robert Hines was also in attendance. Motion made by Hoffee to excuse Councilman Shoemaker. Seconded by Baird. Upon roll call, motion carried with Hoffee, Baird, Polen, Hofstetter and Vaughn voting aye.

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

BILLS: Motion made by Hoffee to pay bill resolution 2019-35 bills \$183,933.59; payroll \$50,588.52; total \$234,522.11. Seconded by Hofstetter. Upon roll call, motion carried with Hoffee, Hofstetter, Polen, Vaughn and Baird voting aye.

REPORTS OF OFFICERS:

Chief Shaner: Informed Council Daniel Baker completed his one-year probationary period on November 29. He made the recommendation that Council place him on the permanent full-time status. Motion made by Polen to remove Baker from probation and place his on full-time status. Seconded by Hofstetter. Upon roll call, motion carried with Polen, Hofstetter, Baird, Hoffee and Vaughn voting aye.

Informed Council he received notice from the Attorney General that the vest grant was approved. The reimbursing grant is up to \$10,615.54 and the vests will be utilized by the Police Auxiliary.

Administrator Troyer: Informed Council there were no December submittals for Design Review or Planning and Zoning. The January meeting date has been changed to January 8th as the regular date falls on New Year's Day.

Informed Council ODOT has been notified that we will utilize their services to advertise for Design firms as well as construction letting for the TAP (South sidewalk) project.

There is also legislation on the agenda for the SRTS Program (East sidewalks) project. The first reading will be held tonight and the second and third will be held on December 23 to meet deadlines.

Informed Council all work is complete with the exception of a few punch list items on the 2019 Street Resurfacing & Sidewalk Programs.

Informed Council he and Solicitor Hines have reviewed an agreement for Design-Build services with Spohn Ranch for the Skate Park. It is anticipated a resolution authorizing signature of the agreement will be presented at the next Council meeting.

Informed Council leaf pick up was completed on December 6. Bagged Leaves will continue to be picked up.

Informed Council Alex Medina-Montes, owner of LaPalma asked to be on the agenda, however he was not in attendance. There previously had been some water leak issues at the restaurant. The average consumption was 50,000 – 65,000 gallons. In May the usage was 278,000 gallons. At that time, the utility department did a courtesy check and placed dye in the toilets and did not see any leaks. No wet spots were noticed in the basement. At the September reading, the usage was at 115,000 gallons. The reading in December is back to normal usage. The consensus is that a toilet or faucet was leaking and fixed prior to the December reading. The indications are that the water did go into the sewer system, therefore no credit would be available. With Mr. Montes not being in attendance to answer any questions, Council took no action.

Clerk-Treasurer Shaffer: Presented the November 2019 Financial Reports consisting of the Bank Reconciliation; Appropriation Summary, Fund Summary, Revenue Summary, Payment Summary, and Payroll. There were no questions or comments.

Shaffer asked Council for any additions/corrections on the draft of appropriations. The total proposed appropriations for 2020 is \$5,368,483. Hoffee made the following suggestions to reduce some of the spending. Remove traffic study \$10,000; Reduce tree removal from \$75,000 to \$45,000; Remove Wat/Sew Truck \$50,000; Remove tennis court rehab \$45,000. Hofstetter stated he would like to see the Wat/Sew truck remain. Mayor Huebner noted perhaps the tennis court (if rehabbed) could also include a pickle ball court. There was discussion on how much Old Airport Park was actually being used. The ballfield area is rarely used and with flooding issues, Council agreed to remove all items for the Old Airport Park (courts and roof replacements totaling \$53,400) from appropriations and revisit the matter at another time. Shaffer noted adjustments may need to be made before finalizing the appropriations at the next

meeting to account for the Comprehensive Development Plan and the reimbursing vest grant. The final numbers will be presented to Council on December 23.

LEGISLATION: Mayor Huebner read Resolution 2019-32 "A Resolution Authorizing the Transfer of Sums from The General Fund to The Street Maintenance & Repair Fund; To The Cemetery Operating Fund; And to The Police Pension Fund" for the third time by title only. Motion made by Hoffee to pass and adopt Resolution 2019-32. Seconded by Polen. Upon roll call, motion carried with Hoffee, Polen, Hofstetter, Vaughn and Baird voting aye.

Mayor Huebner read Resolution 2019-34 "A Resolution Setting Wages and Salaries for Elected Officials, Salaried and Hourly Employees of the Village of Millersburg, and to Define Vacations, Sick Leave and Holidays" for the second time by title only.

Mayor Huebner read Resolution 2019-36 "A Resolution to Endorse the Safe Routes to School Travel Plan for The West Holmes Local School District" for the first time by title only. Council was informed that user activated signals (flashing) will be included at three locations (SR 241; E Jackson St; N. School St).

NEW BUSINESS: Hoffee noted that Jennifer Miller would like to sit on the Tree City Committee. Mayor Huebner and Hofstetter noted she was welcome to join the committee as an advisory member, along with Hoffee, Arnie Oliver, Megan Stryker, Brent Schrock and Admin. Troyer. The Tree City committee is appointed to terms and at this time there is no open term available.

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, Hoffee and Baird voting aye.

RECONVENED TO REGULAR SESSION

EXECUTIVE SESSION ACTION: Motion made by Hofstetter to not appeal the Ohio Bureau of Unemployment Services decision awarding benefits to former employee Frederick West. Seconded by Hoffee. Upon roll call, motion carried with Hofstetter, Hoffee, Baird, Vaughn and Polen voting aye.

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

Approved Date _____

Karen Shaffer, Clerk-Treasurer

Jeff Huebner, Mayor