

The Council of the Village of Millersburg met in regular session via ZOOM on December 14, 2020 at 7:00 p.m. The meeting was streamed on YouTube for public viewing (Covid-19). Mayor Huebner called the meeting to order. Clerk-Treasurer Karen Shaffer gave roll call, and the following members were in attendance: Devone Polen, Brent Hofstetter, Kelly Hoffee, Tom Vaughn, Robert Shoemaker, and Brad Conn. Solicitor Robert Hines was also in attendance.

**MINUTES:** Motion made by Polen to suspend the reading of the minutes of Council held 11/09/20. Seconded by Conn. Upon roll call, motion carried with Polen, Conn, Hoffee, Shoemaker, Vaughn, and Hofstetter voting aye. Motion made by Shoemaker to accept the minutes as presented. Seconded by Hoffee. Upon roll call, motion carried with Shoemaker, Hoffee, Conn, Polen, Hofstetter, and Vaughn voting aye.

**BILLS:** Question by Hofstetter as to why we had to pay Job and Family Services \$3091.21 for unemployment. Shaffer stated that previous employee Brian Collet collected unemployment and they were just getting around to billing the Village. Motion made by Hofstetter to pay bill resolution 2020-35 bills \$78,954.35; payroll \$51,814.58 (ppe 11/20/28) and payroll \$51063.14 (ppe 12/4/2020); total \$181,832.07. Seconded by Conn. Upon roll call, motion carried with Hofstetter, Conn, Vaughn, Hoffee, Shoemaker, and Polen voting aye.

#### **REPORTS OF OFFICERS**

**Chief Shaner:** Informed council that they are waiting for the equipment for the new cruiser then it will be put into service.

Informed Council that Dispatcher Drew Nowlan has put in a letter of resignation with December 24, 2020 being his last day worked. Motion to accept the resignation made by Hofstetter. Seconded by Polen. Upon roll call, motion carried with Hofstetter, Polen, Conn, Shoemaker, Hoffee, and Vaughn voting aye.

Shoemaker asked if there has been any luck in finding a new patrolman. Chief Shaner stated that we did have an applicant that came in for an interview and we are waiting on back ground check to come in to proceed in the process. He also stated that he will be advertising for a dispatcher to replace Nowlan.

**Administrator Troyer:** No submittals for December- DRB & P&Z Commission. Reminder-Public Hearing on McDowell/Bird Rezoning (S. Washington/C.R. 58) on 12/28 at 6:50 P.M.

In house-Mid-Ohio has completed the sidewalks for this year. We were able to install sidewalk along W. Jackson St., N. Washington St., and Wooster Rd.

Heritage Ohio and the HDM Board met remotely on 12/10 to complete the annual evaluation. There were no deficiencies noted, and Heritage Ohio again complimented HDM on being one of the most successful programs in the State.

We continue to work a split schedule in the Utilities, Street, and Administrative Departments. This will likely continue as long as we remain in the higher tiers of the Ohio Public Health Advisory System (Covid-19).

We have ordered touch free restroom fixtures and water coolers for all the Village facilities (Offices, Utilities, Street, Parks) using the safety money we were given from Workers Comp earlier in the year. These fixtures are coming from Famous Supply through a State bid and will be installed by our personnel.

We were approached to see if there was interest in purchasing a 50x50 lot (PPN 0700089000) at the south-east corner of the intersection of Courthouse Alley and Blackbird Alley for \$12,000. It was suggested that if we were to buy it, we could put a parking lot in this location. Hoffee inquired on the cost of removing the barn there now and getting it paved. Unsure of what the pavement cost would be, Troyer stated to tear the barn down would cost around \$3,000. Mayor Huebner enquired that he thought this piece of property was just up for sale for \$7,000. Hofstetter enquired if it would be big enough for a habitat house. Mayor Huebner said they might be. Hofstetter then noted that there was no sale on that piece of property recently. Shaffer spoke up and stated that it could cost over \$50,000 with purchasing, tearing down, and constructing a parking lot. Hoffee and Conn both stated that they didn't believe this would be a good investment for us to undertake at this time.

**Clerk-Treasurer Shaffer:** Presented the November 2020 Financial Reports consisting of the Bank Reconciliation; Appropriation Summary, Fund Summary, Revenue Summary, Payment Summary, and Payroll. There were no questions or comments. A roll call was completed to confirm all members received the report. Polen, Conn, Shoemaker, Vaughn, Hoffee, and Hofstetter replying aye.

**Mayor Huebner:** Informed Council this is the year for two (2) representatives of the Village to sit on Holmes Fire District #1 Board. He will remain on the Board, and is asking for a Council volunteer to take the other seat. The meetings will be the 2<sup>nd</sup> Tuesday of each month at 6:00 p.m. Kelly Hoffee volunteered for the position. Brad Conn said he was contacted by

Dave Crilow to fill the seat. After discussion on where the appointment originates from, a decision will be made at the meeting of December 28. Solicitor Hines will research the matter.

**LEGISLATION:** Mayor Huebner read Resolution 2020-32 "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 2020-33 "A Resolution Authorizing the Purchase of Real Estate" for the second time by title only.

Mayor Huebner read Resolution 2020-34 "A Resolution Authorizing the Transfer of Sums from the General Fund to the Street Maintenance & Repair Fund; To the Cemetery Operating Fund; To the Police Pension Fund; To the Accumulated Leave Fund; And to the Sidewalk Replacement Fund" for the second time by title only.

Mayor Huebner read Ordinance 2020-103 "An Ordinance to Make Appropriations for Current Expenses and Other Expenditures of the Village of Millersburg, State of Ohio, During the Fiscal Year Ending December 31, 2021" for the second time by title only.

**NEW BUSINESS:** Shoemaker thanked the community for so many Christmas decorations this year. In these hard times, it brings cheer to the Village.

**PUBLIC COMMENT** (via Zoom/YouTube): HDM commented on the property purchase discussed earlier in the meeting. The barn is not salvageable and was previously offered for sale for \$7,000.

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

Approved Date \_\_\_\_\_

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Karen Shaffer, Clerk-Treasurer

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Jeff Huebner, Mayor