

**ENTITY NAME: VILLAGE OF MILLERSBURG**

**BOARD NAME: MILLERSBURG VILLAGE COUNCIL**

**TYPE OF MEETING: Regular**

**VOTING SESSION: Yes**

**DATE: 2/9/2026**

**START TIME: 7:00 PM**

**MEETING LOCATION: COUNCIL CHAMBERS – 6 N WASHINGTON ST**

**MILLERSBURG, OH 44654**

**CALLED TO ORDER BY: MAYOR, KELLY HOFFEE**

## **RECORD OF PROCEEDINGS – REGULAR SESSION**

### **COUNCIL MEMBERS ROLL CALL**

<b>NAME:</b>		<b>NAME:</b>	
Shoemaker	Present	Kellogg	Present
Vaughn	Present	Zollars	Present
Hofstetter	Present	Hershberger	Present

### **IN ATTENDANCE**

<b>NAME:</b>	<b>TITLE/POSITION</b>	<b>NAME:</b>	
Kelly Hoffee	Mayor	Nathan Troyer	Village Administrator
Bobbie Curry	Fiscal Officer	Matt Shaner	Police Chief
Chad Cline	Asst Administrator	Adam Barnett	Visitor
Melissa Patrick	Media/Reporter	Ray Finnegan	Visitor

### **COMMUNITY CALENDAR/EVENTS**

#### **Community Calendar**

- Feb 28 - Girls Night Out in Downtown Millersburg
- March 28 - Hop Around Millersburg- Scavenger Hunt for Kids, Open House at all our Downtown Businesses, Adult Easter Egg Hunt with store discounts.
- April 3 - 5-8 pm, First Friday Kickoff in Downtown Millersburg! Take the tour throughout town, stop at each participating business, and collect their favorite recipe cards! Throughout the tour you can find different DORA specials, food samples, live entertainment, and other fun activities!
- April 16 - Girls Night Out at Sheiyah Market
- April 25 - Millersburg Garage Sale Day
- May 1 - Downtown Art Walk in Millersburg
- May 2- Village clean up day

### **VISITORS**

**Ray Finnegan- Aspen energy**

Aspen Energy has provided a rate of \$0.068/kWh to the Village since June of 2022. This has resulted in savings of over \$520,000.00 for Millersburg residents. If passed, legislation (Res 2026-4) that will be introduced soon will allow Aspen Energy to watch current rates and lock in the lowest possible rate for residents. Per Kilowatt hour rates are currently much higher and are expected to increase further in March due to this winter’s polar vortex. Finnegan thanked the village for trusting Aspen Energy and said he welcomes any residents who have questions or concerns to contact them anytime. He reminded residents that their program is an opt-out program. Troyer said he will contact Finnegan to clarify some information related to the contract and legislation.

**APPROVAL OF PREVIOUS MINUTES**

<b>TYPE OF MEETING:</b>		Regular	
<b>SUSPEND READING OF MINUTES HELD ON:</b>		1/26/2026	
<b>MOTION BY:</b>	Vaughn	<b>MOTION SECONDED BY:</b>	Kellogg
<b>VOTING ROLL CALL:</b>			
Vaughn	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Hofstetter	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Kellogg	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Zollars	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Shoemaker	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Hershberger	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>VOTING RESULTS:</b>		YES: 6 NO: 0	
<b>MOTION TO APPROVE BY:</b>	Hofstetter	<b>MOTION SECONDED BY:</b>	Hershberger
<b>VOTING ROLL CALL:</b>			
Hofstetter	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Vaughn	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Hershberger	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Kellogg	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Shoemaker	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Zollars	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>VOTING RESULTS:</b>		YES: 6 NO: 0	

**APPROVAL OF BILLS**

<b>BILL RESOLUTION 2026-</b>	Bills \$111,752.10	Payroll \$74,051.95	Total \$185,804.05
<b>MOTION TO APPROVE BY:</b>	Zollars	<b>MOTION SECONDED BY:</b>	Hershberger
<b>VOTING ROLL CALL:</b>			
Zollars	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Vaughn	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Hershberger	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Hofstetter	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Shoemaker	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Kellogg	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>VOTING RESULTS:</b>		YES: 6 NO: 0	

**REPORTS OF OFFICERS**

<b>DEPARTMENT:</b>	<b>ADMINISTRATION</b>
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<b>REPRESENTATIVE'S NAME:</b>	<b>VILLAGE ADMINISTRATOR, NATHAN TROYER</b>
<p><b><u>DRB &amp; P&amp;Z Commission</u></b>  DRB met 2/4 and approved the COA from The Mouse House on S. Clay.</p> <p><b><u>Sidewalk Project</u></b>  Received updated design plans, we have a meeting scheduled for 2/12 with the downtown merchants to review and discuss the plans and receive their feedback. Public is welcome.</p> <p><b><u>Airport Park Lighting Project</u></b>  Poles and brackets were shipped, not received yet.</p> <p><b><u>Housing Study</u></b>  No update</p> <p><b><u>Downtown Traffic Signals</u></b>  Currux detection and AI FMU are in place and running. So far everything has been going well. Troyer is working on generating data and reports to share with Council. Councilman Hershberger asked if the Village has control to override the system if traffic flow is heavier one way. Troyer can access the menu but does not think it can be run manually. Administrator Troyer reminded council that it is not a 100% fix, but it is a step in the right direction.</p> <p><b><u>Phone System</u></b>  No update, waiting on fiber installation. Spectrum was here last week to look at lines, etc.</p> <p><b><u>EPA Generator Grant</u></b>  Submitted-waiting on announcement</p> <p><b><u>Alley Vacation Update</u></b>  No update</p> <p><b><u>PEP Safety Grant</u></b>  As part of our insurance coverage, we receive an annual \$1000 reimbursement grant for anything safety related. This year, we are getting high-vis shirts/apparel for the Utility and Street Departments. Next year, Chief Shaner will determine a use for the money for his department.</p> <p><b><u>Wooster Road water line project</u></b>  Setting up a meeting with Susan Moore from Ohio Regional Development. She has another program to potentially fund the remaining project which is just under \$300,000. Since there are federal dollars involved, they highly recommend someone managing the complex administrative paperwork. Ohio Regional Development does this type of work so Troyer will talk to Moore to see what it will take to get them involved.</p>	

<b>DEPARTMENT:</b>	<b>POLICE DEPARTMENT</b>
<b>REPRESENTATIVE'S NAME:</b>	<b>CHIEF, MATT SHANER</b>
<p>-Patrolman Ron Kiner's probationary period ended February 6<sup>th</sup>. Chief Shaner would like Council approval to take him off probation. Kiner is a benefit to the force having many years of police service. Shoemaker motioned remove Kiner's probationary status. Vaughn seconded. All in voted aye. Motion carried.</p>	

-The Police Department's Annual Report was distributed. Hershberger asked about the significantly fewer traffic stops in 2025. Shaner said that the department was down two officers. The two officers that left the department were higher volume traffic-stop officers.

<b>DEPARTMENT:</b>	<b>FISCAL</b>
<b>REPRESENTATIVE'S NAME:</b>	<b>FISCAL OFFICER, BOBBIE CURRY</b>
January Financials acknowledged	

<b>DEPARTMENT:</b>	<b>MAYOR</b>
<b>REPRESENTATIVE'S NAME:</b>	<b>KELLY HOFFEE</b>
<p><b><u>Council Calendar</u></b></p> <ul style="list-style-type: none"> <li>• Feb 9 - Council Meeting 7pm</li> <li>• Feb 18- Tree City 6 PM</li> <li>• Feb 23 - Council Meeting 7pm</li> <li>• March 4 - DRB &amp; Planning and Zoning</li> <li>• March 9 - Council Meeting 7pm</li> <li>• March 23 - Council Meeting 7pm</li> </ul> <p>Hoffee asked for Committees Chairs to begin scheduling their meetings. She asked Curry to schedule a Records Commission meeting and a meeting for the Volunteer Police Officer's Dependent Fund Committee. The Audit/Finance Committee will meet closer to mid-year.</p>	

**LEGISLATION**

<b>NUMBER:</b>	<b>100-2026</b>
<b>TITLE:</b>	An Ordinance prohibiting Adult-Use Cannabis and Medical Marijuana Cultivators, Processors, Dispensaries, And Related Operators Within the Village Of Millersburg, Ohio
<b>CLASSIFICATION:</b>	Ordinance
<b>STATUS:</b>	1st Reading
<b>DISCUSSION:</b> Councilmen Shoemaker said he thought this issue was going to go on the ballot again. Will this legislation affect that? Mayor Hoffee stated that, yes, putting the issue on the ballot again was discussed at the previous meeting. She said, yes, this legislation would affect that however, language can be added to rescind this legislation.	

**OLD/UNFINISHED BUSINESS**

<b>TOPIC:</b>	<b>Smart Traffic Lights, Wooster Rd Waterline Project, Downtown Sidewalk Project, Airport Park Lighting Project, EPA Generator Grant</b>
<b>PRESENTED BY:</b>	Administrator Troyer
<b>DISCUSSION:</b> See Administrator's Report	

<b>TOPIC:</b>	<b>New Water/Sewer Billing System</b>
<b>PRESENTED BY:</b>	Fiscal Officer Curry
<p>Fiscal Officer Curry provided some statistics for the new system. 62 user accounts have been created. 15 residents have enrolled on auto pay. Of those 15, 10 have used the electronic funds transfer option from their checking account which avoids any fees. The other 5 are using credit/debit cards. Curry explained which payment methods have a fee, and which do not. Paying with a credit/debit card or eCheck results in processing fees assessed by the payment-site provider. To avoid payment processing fees, residents can opt for autopay and use their bank account (EFT). Councilman Hofstetter asked if customers who have already paid their balance due for the last billing could log in and sign up for auto-pay now. Curry will check with the utility clerk and report back at the next meeting.</p>	

<b>TOPIC:</b>	<b>Alley vacation between 419 Wise St and 711 Maxwell Ave</b>
<b>PRESENTED BY:</b>	Mayor Hoffee
<p>The Historical Society is looking through historical literature and minutes to locate the original ordinance.</p>	

<b>TOPIC:</b>	<b>Downtown Crosswalks/lighting/safety solutions</b>
<b>PRESENTED BY:</b>	Administrator Troyer
<p><b>DISCUSSION:</b> Troyer will be participating in an online seminar next Wednesday on this topic.</p>	

<b>TOPIC:</b>	<b>Electric Aggregation</b>
<b>PRESENTED BY:</b>	Administrator Troyer
<p><b>DISCUSSION:</b> See VISITORS. Res. 2026-4 was tabled for this evening for some clarification and modification.</p>	

<b>TOPIC:</b>	<b>United States Semi-Quincentennial Celebration</b>
<b>PRESENTED BY:</b>	Mayor Hoffee
<p><b>DISCUSSION:</b> On July 25<sup>th</sup>, Holmes County will be hosting a celebration at Harvest Ridge. Hoffee asked if there is any interest from Council in participating in their Reverse Parade. If interested, council members can sign up.</p>	

**OTHER UNFINISHED BUSINESS:**

- S Clay Street pavement striping – Waiting for ODOT
- Employee Leave Donation Policy – No Update – work to begin in 2026.
- Indigent Burial Site dedication – No Update - Waiting for Ceremony Date
- Amend DORA guidelines (Sunday Sales) – No Update Until 2026
- Former Terrace View Property Legal Action – No update
- Housing Study – No Update
- Phone system – No Update
- Millersburg Mobile Home Park (periodic update) - No Update

- 2026 Council Goals – No Updates

**NEW BUSINESS**

<b>TOPIC:</b>	<b>Village of Millersburg Apparel</b>
<b>PRESENTED BY:</b>	Mayor Hoffee
<b>DISCUSSION:</b> We are hoping to get a link out to Council member and employees at the end of this week or the beginning of next week to be able to order Village of Millersburg Apparel.	

<b>TOPIC:</b>	<b>Funding Opportunity meeting</b>
<b>PRESENTED BY:</b>	Kellogg
<b>DISCUSSION:</b> Councilwomen Kellogg read the email from Mary Kate Hastings regarding funding at the federal level. Hastings will be hosting a community update on Wed. February 11 from 1:00-2:00 at the Fairgrounds in the Baker room. Councilwoman Kellogg replied to Hastings and told her she would be attending. Fiscal Officer Curry will send the email to all council members.	

<b>TOPIC:</b>	<b>Health Department – Parks</b>
<b>PRESENTED BY:</b>	Administrator Troyer
<b>DISCUSSION:</b> Administrator Troyer received an email from the Health Department asking for a meeting. They would like to do another project with the parks as part of Healthy Communities. They mentioned rubber mulch for the parks. Administrator Troyer will meet with them and report back with their ideas.	

**ADJOURNMENT**

<b>MOTION BY:</b>	Hofstetter	<b>MOTION SECONDED BY:</b>	Hershberger
<b>VOTING ROLL CALL:</b>			
Hofstetter	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Vaughn	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Hershberger	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Kellogg	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Shoemaker	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Zollars	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>VOTING RESULTS:</b>		YES: 6 NO: 0	

**NEXT SCHEDULED MEETING**

<b>TYPE OF MEETING:</b>	Regular
<b>DATE:</b>	<u>2/23/2026</u>
<b>TIME:</b>	7:00 PM
<b>LOCATION:</b> Council Chambers	6 N Washington St Millersburg, OH 44654

**MINUTES PREPARED BY**

SIGNATURE: Bobbie Curry	TITLE	DATE
	Fiscal Officer	2/17/2026

**ATTESTED BY**

SIGNATURE: Bobbie Curry	TITLE	DATE
	Fiscal Officer	2/23/2026

**CERTIFICATION**

SIGNATURE: Kelly Hoffee	TITLE	DATE
	Mayor	2/23/2026