



# VILLAGE OF MILLERSBURG

6 North Washington Street  
Millersburg, Ohio 44654  
FAX (330) 674-9044  
www.millersburgohio.com

Jeff Huebner, *Mayor*

Nathan Troyer, *Village Administrator*

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

S. Thomas Vaughn, *Police Chief*

Village Offices (330) 674-1886  
Income Tax (330) 674-6891  
Police Department (330) 674-5931

(Due to a lack of quorum, the scheduled meeting for January 8, 2018  
was moved to January 10, 2018 at 5:00 p. m).

The Council of the Village of Millersburg met in regular session on January 10, 2018 at 5:00 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: Brent Hofstetter, Robert Shoemaker, Kelly Hoffee and Ruby Baird. Motion made by Hoffee to excuse Councilman Junior Vaughn, Councilwoman Devone Polen and Solicitor Bob Hines. Seconded by Shoemaker. Upon roll call, motion carried with Hoffee, Shoemaker, Hofstetter and Baird 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 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, Hofstetter and Shoemaker voting aye.

**BILLS:** Motion made by Hofstetter to pay bill resolution 2018-01 bills' \$151,358.96; payroll \$44148.29; total \$195517.25. Seconded by Hoffee. Upon roll call, motion carried with Hofstetter, Hoffee, Baird, Shoemaker and Polen voting aye.

## REPORTS OF OFFICERS

**Administrator Troyer:** Informed Council the DRB approved a COA for signage at 173 W. Jackson Street for Gray Estates. The P&Z approved a height variance request for a proposed Holiday Inn Express on the vacant lots south of 995 South Washington Street. They expect a site plan to be submitted sometime in February.

Informed Council term renewals for the DRB are Brent Young, Brett Gallion and Kelly Hoffee for 2 year terms ending 1/14/20 and Dave Crider for the P&Z a 4-year term ending 2/9/22. All individuals have agreed to serve once again. Motion made by Baird to approve the re-appointments. Seconded by Hofstetter. Upon roll call, motion carried with Baird, Hofstetter, Shoemaker and Hoffee voting aye.

Informed Council the executed agreement has been sent to the State for the OPWC Clean Ohio Fund and work continues on the other front end documents at this time.

Informed Council he has been working with an engineer to obtain a forecasted project estimate for the TAP (South sidewalks) in anticipation of submission of the letter of interest in February. In addition, a start-up meeting will be scheduled with OMEGA and WH personnel soon on the SRTS Program (East sidewalks).

Informed Council HDM will hold the annual members meeting Thursday, January 11<sup>th</sup> at 8:00 AM at the Hotel. Dale Hartle from ORDC will be presenting on potential funding opportunities for building owners to improve their buildings. The HDM Board will also be updating the members on 2017 efforts and 2018 goals. Heritage Ohio will be in town January 26<sup>th</sup> for the annual HDM evaluation/certification.

Informed Council he anticipates an ordinance will be presented at the next meeting for the Columbarium fees, rules and regulations.

Informed Council the totals for December Septage Receiving were 31,500 gallons received for \$1870.00. The annual totals for 2017 were as follows: Septage Receiving-767,900 gallons for \$44,653; Bulk Water Sales-93,873 gallons for \$1136.73; Sludge Hauling Cost-

\$73,793.56; P&Z/DRB Permits Processed: Zoning-20, Sign-4, Variance-3, Building-6, Lot Split-3, Demo-1, COA-11

**Clerk-Treasurer Shaffer:** Presented the December 2017 Financial Reports consisting of the Bank Reconciliation; Appropriation Summary, Fund Summary, Revenue Summary, Payment Summary, and Payroll. There were no questions or comments. Presented the 2017 Annual Financial Statements. There were no questions or comments.

**LEGISLATION:** Mayor Huebner read Resolution 2018-02 "A Resolution Authorizing The Mayor To Sign A Contract With The Holmes County Prosecuting Attorney's Office For Certain Prosecutorial Services And Declaring An Emergency" for the first time by title only. Mayor Huebner read Resolution 2018-02 "A Resolution Authorizing The Mayor To Sign A Contract With The Holmes County Prosecuting Attorney's Office For Certain Prosecutorial Services And Declaring An Emergency" for the second time by title only. Mayor Huebner read Resolution 2018-02 "A Resolution Authorizing The Mayor To Sign A Contract With The Holmes County Prosecuting Attorney's Office For Certain Prosecutorial Services And Declaring An Emergency" for the third time by title only. Motion made by Hoffee to pass and adopt Resolution 2018-02. Seconded by Shoemaker. Upon roll call, motion carried with Hoffee, Shoemaker, Baird and Hofstetter voting aye.

**ADDITIONAL ITEM:** Shoemaker asked Chief Vaughn what the status is on the Attorney General opinion as it relates to tractors/trailers being driven in town by the Amish. Vaughn noted Solicitor Hines is working on scheduling a meeting with the County Prosecutor, Judge and Law Enforcement personnel to discuss the opinion letter.

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

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

\_\_\_\_\_  
Karen Shaffer, Clerk-Treasurer

\_\_\_\_\_  
Jeff Huebner, Mayor