

ENTITY NAME: VILLAGE OF MILLERSBURG

BOARD NAME: MILLERSBURG VILLAGE COUNCIL

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 1/24/2022

START TIME: 7:00 P.M.

MEETING LOCATION: COUNCIL CHAMBERS – 6 N WASHINGTON ST.; MILLERSBURG, OH 44654

CALLED TO ORDER BY: MAYOR, JEFF HUEBNER

RECORD OF PROCEEDINGS

COUNCIL MEMBERS ROLL CALL

NAME:		NAME	PRESENT
Polen	Present	Shoemaker	Present
Hoffee	Not Present	Vaughn	Present
Conn	Present	Hofstetter	Present
Motion To Excuse	Karen Shaffer	Kelly Hoffee	
MOTION BY:	Polen	MOTION SECONDED BY:	Vaughn
VOTING ROLL CALL:		VOTE:	
Polen	Yes	Shoemaker	Yes
Vaughn	Yes	Hofstetter	Yes
Conn	Yes		
VOTING RESULTS:		YES: 5	NO: 0

IN ATTENDANCE

NAME:	VISITOR/EMPLOYEE	NAME:	VISITOR/EMPLOYEE
Jeff Huebner	Mayor	Nate Troyer	Administrator
Bob Hines	Solicitor	Matt Shaner	Police Chief

APPROVAL OF PREVIOUS MINUTES

TYPE OF MEETING:		Regular	
SUSPEND READING OF MINUTES HELD ON:		1/10/2022	
MOTION BY:		Hofstetter	
MOTION SECONDED BY:		Shoemaker	
VOTING ROLL CALL:		VOTE:	
Hofstetter	Yes	Conn	Yes
Shoemaker	Yes	Vaughn	Yes
Polen	Yes		
VOTING RESULTS:		YES: 5	NO: 0
CORRECTIONS (If any):			
MOTION TO APPROVE MINUTES BY:		Polen	
MOTION SECONDED BY:		Conn	
VOTING ROLL CALL:		VOTE:	
Polen	Yes	Vaughn	Yes
Conn	Yes	Hofstetter	Yes
Shoemaker	Yes		
VOTING RESULTS:		YES: 5	NO: 0

APPROVAL OF BILLS

BILL RESOLUTION 2021-002	Bills \$106828.30	Payroll \$55160.90	Total \$161989.20
MOTION BY:		Conn	
MOTION SECONDED BY:		Shoemaker	
VOTING ROLL CALL:		VOTE:	
Conn	Yes	Vaughn	Yes

Shoemaker	Yes	Hofstetter	Yes
Polen	Yes		
VOTING RESULTS:		YES: 5	NO: 0

DEPARTMENT HEAD/OFFICIAL REPORT

DEPARTMENT:	POLICE DEPARTMENT
REPRESENTATIVE'S NAME:	CHIEF MATT SHANER
<p>Personal Time: Informed Council Dispatcher Caleb earned 48 hours of personal time in October of 2021. With him enrolled in the Police Academy and the department being short staffed, Cox was not able to use his personal time balance by the end of 2021. Chief Shaner requested Council allow his year end balance of personal time to be carried over to 2022 and noted this must be used by the time he finishes the academy. Motion made by Conn to allow the carryover of personal time. Seconded by Polen. Upon roll call, motion carried with Conn, Polen, Vaughn, Hofstetter, and Shoemaker voting aye.</p> <p>Prospective Employee: Informed Council the individual, Dustin Chase, who was offered the position of patrolman, accepted and then declined the position. He has accepted a position with another department where he is close to home and the hourly wage is higher. (\$4.00 more)</p>	

DEPARTMENT:	ADMINISTRATION
REPRESENTATIVE'S NAME:	NATE TROYER
<p>Resurfacing/Sidewalk Projects: Informed Council he met with SJL on the resurfacing project and the stimulus projects (Wooster Rd. water line replacement/N.Grant storm sewer improvements) we are pursuing. They are preparing preliminary documents to get these projects underway.</p> <p>Comprehensive Plan: Informed Council a draft of the survey is being reviewed and will soon be distributed.</p> <p>163 & 187 N. Crawford Street Demolitions: Informed Council the County has not yet received the demo funding but will alert us once they do.</p> <p>AEP Upgrade Project: Informed Council what was previously scheduled for 1/17-AEP, and was re-scheduled to be completed for the equipment transfer project on 1/24 on Clinton Alley (behind Millersburg Brewery/Bags)., has once again been canceled. They will reschedule once the weather cooperates.</p> <p>Park Improvements: Informed Council we will be starting to work on improving the facilities at Airport Park in the near future and once the weather breaks, we will be working on the fields. Troyer said he has talked to both baseball and softball board members and they are excited for these improvements as they both indicated that they will be using Airport Park. Softball has the opportunity to acquire a used scoreboard and Troyer noted he agreed to assist in installing this at Airport Park. The baseball board is also talking about new scoreboards, audio system, and cameras at Deer Run Park and has asked us to consider sharing some of the cost if we have money available after the improvements at Airport Park. Council briefly discussed contributing to the new scoreboard, and felt it should be considered if funds are available after Old Airports improvements are completed.</p> <p>Deer Run Park Exercise Equipment: Informed Council the final two pieces of equipment have arrived. Installation will begin when weather allows. There was also discussion on the possibility of installing cameras and lighting at Deer Run.</p>	

LEGISLATION

NUMBER: Resolution 2022-03	
TITLE: "A Resolution Granting Consent To The ODOT Director Of Transportation To Complete A Culvert Rehabilitation Project; (Hol-62-20.66, PID 111665) Partially Within The Village Of Millersburg (Hereinafter Sometimes Referred To As The Local Public Agency (LPA))"	
CLASSIFICATION	Introduction
STATUS: Mayor read by title only	1st Reading

NEW BUSINESS

TOPIC:	Sidewalk Clearing & Handicap Parking Space
PRESENTED BY:	Bob Shoemaker
<p>Sidewalks: Informed Council he was approached by Gary Asche, who asked if the Village is going to enforce residents to clear their sidewalks of snow and ice.</p>	

Handicap Parking: Informed Council a resident of S. Alexander contacted him. A handicap parking space that was requested and installed had not been utilized for over seven months. Shoemaker feels if it is not being used, the handicap designation should be removed. Troyer told Council they control the parking spaces and they could remove the handicap status with a vote of Council. Hofstetter felt more investigation should be done before removal and if it is found that is not being used, it could then be removed.

EXECUTIVE SESSION

PURPOSE: To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.			
MOTION BY:		Polen	
MOTION SECONDED BY:		Vaughn	
VOTING ROLL CALL:		VOTE:	
Polen	Yes	Shoemaker	Yes
Vaughn	Yes	Hofstetter	Yes
Conn	Yes		
VOTING RESULTS:		YES: 5 NO: 0	

EXECUTIVE SESSION ACTION (If Any)

ACTION: Motion made to accept the general release and separation agreement.			
MOTION BY:		Hofstetter	
MOTION SECOND BY:		Vaughn	
VOTING ROLL CALL:		VOTE:	
Hofstetter	Yes	Polen	Yes
Vaughn	Yes	Conn	Yes
Shoemaker	Yes		
VOTING RESULTS:		YES: 5 NO: 0	

NEXT SCHEDULED MEETING

TYPE OF MEETING:	<u>Regular</u>
DATE:	<u>2/14/2022</u>
TIME:	7:00 PM
LOCATION: Council Chambers	6 N Washington St.; Millersburg, OH 44654

ADJOURNMENT

MOTION BY:		Polen	
MOTION SECONDED BY:		Hofstetter	
VOTING ROLL CALL:		VOTE:	
Polen	Yes	Conn	Yes
Hofstetter	Yes	Shoemaker	Yes
Vaughn	Yes		
VOTING RESULTS:		YES: 5 NO: 0	

MINUTES PREPARED BY

SIGNATURE: Karen Shaffer	TITLE	DATE
	Clerk-Treasurer	2/2/2022

ATTESTED BY

SIGNATURE: Karen Shaffer	TITLE	DATE
	Clerk-Treasurer	2/14/2022

CERTIFICATION

SIGNATURE: Jeff Huebner	TITLE	DATE
	Mayor	2/14/2022