



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

The Council of the Village of Millersburg met in regular session on April 9, 2018 at 7:00 p.m. Mayor Huebner called the meeting to order followed by the Pledge of Allegiance. In the absence of the Clerk-Treasurer, Administrator Troyer gave roll call and the following members were in attendance: Devone Polen, Brent Hofstetter, Jr. Vaughn, Robert Shoemaker, Kelly Hoffee and Ruby Baird. Solicitor Robert Hines was also in attendance. Motion made by Hoffee to excuse Clerk-Treasurer Karen Shaffer. Seconded by Shoemaker. Upon roll call, motion carried with Hoffee, Shoemaker, Baird, Vaughn, Hofstetter and Polen voting aye.

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

BILLS: Hoffee asked why the purchase of the zero-turn mower. Troyer noted that the mower is an annual lease. Motion made by Hoffee to pay bill resolution 2018-09 bills' \$26,389.76; payroll \$43,368.78; total \$69,758.54. Seconded by Hofstetter. Upon roll call, motion carried with Hoffee, Hofstetter, Polen, Vaughn, Shoemaker and Baird voting aye.

REPORTS OF OFFICERS

Administrator Troyer: Informed Council he received a quote to update the Glen Drive lighting from Millersburg Electric who had a lighting consultant look at the fixtures while he was in town looking at another job. The service problem on Glen Dr was due to a fiber optic line bored through conduit, which was resulting in short circuiting the power. The project would cost an estimated \$10,500 with an AEP rebate estimated of \$4275 for a net cost of roughly \$6200. If Council is interested, we would like to change one fixture out to see what it looks like before we change the rest. Council agreed.

Informed Council staff had a brief demo with Vacall on April 4th and are working on rescheduling a full demo when we aren't fighting flooding. Doheny is working on a trade in value for our existing truck. Southeastern is working on a quote for us, as well as waiting to schedule a time to look at our truck for trade in value.

Asked Council for discussion on a Comprehensive/Strategic Plan. Shoemaker and Hoffee both noted that they have individuals that are interested on sitting on committees. Hoffee stated that what she has read from another plan, is that the first step was data collection. Perhaps a survey could be done to see what is important to residents as to a budget and spending preferences. Once that is complete, continue with a growth plan, a downtown master plan; and a transportation plan. Hofstetter commented that the plan from a town in North Carolina that was reviewed, was on a larger scale, but it was a good place to start. Some of the items in their plan, the Village has already initiated. Troyer noted that this would be a time consuming and in depth project and suggested a consultant be contacted for cost estimates so that the funds could be incorporated into next year's budget. Council agreed.

Informed Council plans are complete for the 2018 Resurfacing project. Advertising the project will be on April 21 & April 28 with a May 11 bid opening.

Informed Council on March 31, First Energy voluntarily filed Chapter 11 financial restructuring petitions. First Energy and our consultant have assured us that we/customers will see no change in the operation/billing of the aggregation program and they fully intend to honor all contracts they are currently serving.

Informed Council the County is preparing to do a realignment on the corner of E. Jackson/S. Clay. Plans include landscaping, patio areas, benches, etc. as well as the

realignment to assist with traffic and the turn radius. They asked if Millersburg would be willing to participate in the project. Troyer noted that utilities, a hydrant, junction boxes, crosswalk poles, etc. would need relocated. Estimated cost of moving the infrastructure is estimated to be between \$26,000 and \$30,000. The permissive tax funds could be used for this portion of the project and be the Village contribution. Troyer noted that a lot of the relocation could be done with Village staff, saving some costs. Motion made by Hoffee to approve the Village contribution of the project in relocating the infrastructure. Seconded by Polen. Upon roll call, motion carried with Hoffee, Polen, Hofstetter, Vaughn, Shoemaker and Baird voting aye.

Informed Council septage receiving for March was 13,000 gallons for \$800.00

Informed Council of his concerns on rebidding the contract for trash service throughout the Village as it relates to the current contract and the process/timing of new specs and bidding. He suggested taking the one (1) year renewal as there is just not enough time to re-bid and should a new hauler be selected; it could take six (6) to eight (8) weeks to have new containers in place. Scott Walter from Kimble addressed Council on items to consider (in his opinion) and offered his services to the Village. Walter noted some features of the current contract that maybe some are not aware of. Kimble uses 20yd single axle trucks, whereas other companies use 40yd dual axles which are harder on our streets. They also have an 11yd mini packer truck for use on narrow streets and alleys. Their trucks also run on compressed natural gas which is more environmentally sound and causes less noise. Residents currently receive a 55 gal trash cart and a 65gal recycling cart. Trash pick-up is limited to what fits into the container. The first Friday of every month, residents may put out one (1) bulk item or 3 additional bags of trash. Extra containers may be ordered by residents for a fee of \$7.00 per month for trash. If an extra recycling container is needed, the fee is \$3.00 per month. Another option is to purchase bags at the Village office for \$1.50 per bag. Walter noted that recycling has increased over the years and the Village benefits in the form of a rebate to be used for any charitable purpose. Village small commercial businesses are also able to participate in the program if they don't generate enough trash for a dumpster. Walter also noted that Kimble provides free service to the municipality in the form of Spring Clean-Up Day and numerous dumpsters (with disposal) at Village owned sites at no charge. Kimble's service is also provided on one day a week, which is better for roads, without having numerous haulers in town several days throughout the week. Hoffee and Hofstetter noted that the main issue they have heard by residents, is that they would like recycling every week and unlimited trash weekly. Walter cautioned that if that were to be in place, it would drive the cost of a contract up. Hoffee did note she was not aware that additional containers may be rented for a small monthly fee, and perhaps residents need to be made more aware of this option. Discussion resulted in renewing with Kimble for the one (1) yr option. Specifications will be done with all items ready to proceed with bidding shortly after the first of the year (2019). Solicitor Hines also noted that if bid results are not favorable at that time, Council would still have four (4) one (1) yr options left on the current contract.

Clerk-Treasurer Shaffer: In the absence of Shaffer, Mayor Huebner presented the March 2018 Financial Reports consisting of the Bank Reconciliation; Appropriation Summary, Fund Summary, Revenue Summary, Payment Summary, and Payroll. There were no questions or comments.

Mayor Huebner: Informed Council a letter was received from Habitat for Humanity requesting a waiver of the water and sewer tap fees on four (4) lots located in the Village. Shoemaker noted he was in favor of the request as those individuals will be generating income tax funds. Mayor Huebner cautioned Council that waiving the fees would be taking from utility revenue. In addition, Council had waived fees when Habitat first came to area, however in 2008 that policy was eliminated and tap fees were not waived. Hoffee noted that she felt taking \$20,000 in fees from the utilities, when we are looking at purchasing a \$364,000 vac truck, was not a wise decision. Baird was not in favor as all other residents have to pay the fees. Motion made by Hoffee to leave the tap fees for Habitat in place. Seconded by Baird. Upon roll call, motion carried with Hoffee, Baird, Shoemaker, Vaughn, Hofstetter and Polen voting aye.

LEGISLATION: Mayor Huebner read Emergency Resolution 2018-10 "A Supplemental Appropriation Resolution For The General Fund And Declaring An Emergency" for the first time by title only. Motion made by Hoffee to suspend the second and third reading of Resolution 2018-10. Seconded by Baird. Upon roll call, motion carried with Hoffee, Baird, Polen, Hofstetter, Vaughn and Shoemaker voting aye. Motion made by Hofstetter to pass and adopt

Resolution 2018-10. Seconded by Polen. Upon roll call, motion carried with Hofstetter, Polen, Vaughn, Shoemaker, Hoffee and Baird voting aye.

Mayor Huebner read Resolution 2018-11 "A Resolution Authorizing The Village Administrator Of The Village Of Millersburg To Prepare And Submit An Application To Participate In The Ohio Department Of Transportation's Transportation Alternatives Program, And To Execute Contracts As Required" for the first time by title only.

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 Hoffee. Upon roll call, motion carried with Polen, Hoffee, Shoemaker, Baird, Hofstetter and Vaughn voting aye.

RECONVENED TO REGULAR SESSION

EXECUTIVE SESSION ACTION: None.

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

Approved Date _____

Karen Shaffer, Clerk-Treasurer

Jeff Huebner, Mayor