

ENTITY NAME: VILLAGE OF MILLERSBURG

BOARD NAME: MILLERSBURG VILLAGE COUNCIL

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 8/8/2022

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

#### COUNCILMEMBERS ROLL CALL

NAME:		NAME	
Polen	Present	Shoemaker	Present
Hoffee	Present	Vaughn	Present
Conn	Present	Hofstetter	Present

#### IN ATTENDANCE

NAME:	VISITOR/EMPLOYEE	NAME:	VISITOR/EMPLOYEE
Jeff Huebner	Mayor	Nate Troyer	Administrator
Bob Hines	Solicitor	Matt Shaner	Police Chief
Karen Shaffer	Clerk-Treasurer	Melissa Patrick	Visitor
Kevin Lynch	Visitor	Eric Yoder	Visitor
Doug Gray	Visitor	Judson Morris	Visitor
Ethan Steiner	Visitor	Jackie Steiner	Visitor
Wes McElravy	Visitor		

#### APPROVAL OF PREVIOUS MINUTES

<b>TYPE OF MEETING:</b>		Regular	
<b>SUSPEND READING OF MINUTES HELD ON:</b>		7/11/2022	
<b>MOTION BY:</b>		Polen	
<b>MOTION SECONDED BY:</b>		Hoffee	
<b>VOTING ROLL CALL:</b>			
Polen	Yes	Hoffee	Yes
Conn	Yes	Shoemaker	Yes
Vaughn	Yes	Hofstetter	Yes
<b>VOTING RESULTS:</b>		YES: 6 NO: 0	
<b>CORRECTIONS:</b> Shaffer corrected the minutes to reflect the Financial Report presented was for "June", not "May".			
<b>MOTION TO APPROVE AS CORRECTED BY:</b>		Shoemaker	
<b>MOTION SECONDED BY:</b>		Vaughn	
<b>VOTING ROLL CALL:</b>			
Shoemaker	Yes	Vaughn	Yes
Polen	Yes	Hoffee	Yes
Hofstetter	Yes	Conn	Yes
<b>VOTING RESULTS:</b>		YES: 6 NO: 0	

#### APPROVAL OF BILLS

<b>BILL RESOLUTION 2022-19</b>	Bills \$100276.30	Payroll \$10586.97	Total \$206063.27
<b>MOTION BY:</b>		Hoffee	
<b>MOTION SECONDED BY:</b>		Hofstetter	
<b>VOTING ROLL CALL:</b>			
Hoffee	Yes	Hofstetter	Yes
Vaughn	Yes	Shoemaker	Yes
Conn	Yes	Polen	Yes

<b>VOTING RESULTS:</b>	YES: 6	NO: 0
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**VISITORS**

**Ethan Steiner – Disc Golf Course:** Updated Council of the disc-golf course. Steiner said more than 3,000 rounds of disc golf were recorded in 2021, and more than 1,700 rounds have been recorded so far this year. Players can report their scores on an app. Some players report and some don't, so the numbers are only for those have used the app. Steiner noted the course is used year-round, and averages about 10 rounds played per day through the summer, and three per day during the winter months and they have hosted six tournaments since opening. Steiner, is the vice president of the Holmes County Disc Golf Club. He also shared some concerns. Steiner said it is unclear who is responsible for maintenance of the course and he questioned the village's responsibility. He noted last year went really well, however, this year the area has only mowed once. Members of the club have been mowing and using their own equipment. They also did cleanup from the recent storm damage. Steiner asked the Village to show support and provide regular mowing every couple of weeks. Village Administrator Nate Troyer said crews have been focused on storm cleanup. He said crews can try to mow the course more often, but he can't guarantee every two weeks as there are higher priorities for staff to take care of. Steiner also brought up the proposed amphitheater that would be placed right in the middle of the fairway of hole No. 1. When the course was designed they considered everything that was there and tried to work around that. The amphitheater seating would be right in the middle of hole No.1. and one of the first things he tells players when he is teaching them to play disc golf, is you don't throw if there are people in front of you. In addition, any tree removal would take out trees that protect the discs from going into the swamp area on the course. He also pointed out some other concerns, like the proximity to the baseball diamond, which could lead to a home run hitting someone facing away from the ball diamond. He said the stage design would have the audience facing due west, which would have them looking into the sun as it's setting. Steiner proposed another location at the other end of the parking lot, which faces due north, so the sun would not be directly in the eyes of the audience and wouldn't interfere with the disc golf or baseball. He noted the disc gold club likes the idea of the amphitheater and feel it would be a great asset to the community, they would just like it moved to a different location. Mayor Huebner suggested getting members of the club together with village officials and the Eagle Scout who plans to build the amphitheater in the next few weeks to see if they can agree on a location. Council member Kelly Hoffee said likes the amphitheater idea, and she wants what is best for everybody. Troyer said Brenna Barbey, who is proposing the amphitheater for her Eagle Scout project, has raised more than \$12,000 toward her goal. That does not include any funds the village may contribute for the project.

**DEPARTMENT HEAD/OFFICIAL REPORT**

<b>DEPARTMENT:</b>	<b>ADMINISTRATION</b>
<b>REPRESENTATIVE'S NAME:</b>	<b>ADMINISTRATOR NATE TROYER</b>
<p><b>DRB &amp; P&amp;Z Commission:</b> Informed Council DRB met for the Cider Press signage request &amp; Millersburg Dental facade rehab. Both requests were approved. Also, P&amp;Z tabled a request by J. Wendell Stotlzfus on a variance application for a proposed tiny house at 343 N. Grant Street. More information is being requested. A preliminary review of lot splits of Ray-Mar/Hilltop Group Home area at the west end of town were also discussed.</p> <p><b>2022 Resurfacing/Sidewalk Projects:</b> Informed Council TR Snyder (sub-contractor of Melway) has started the concrete portion of the sidewalk project. Melway also has plans on beginning the resurfacing work in the next couple of weeks.</p> <p><b>ODOT TAP Project:</b> Informed Council we now have 3 of 4 r/w acquisition agreements signed. Recent transfer of Best Housing property has delayed the final r/w acquisitions.</p> <p><b>163 &amp; 187 N. Crawford Street Demolitions:</b> Informed Council funding was approved by the State for the two N. Crawford St. housing demolitions. The County has told us we will be in the first round of projects. Lead and asbestos testing will be completed . The possibility of demolition yet this year exists.</p> <p><b>Comprehensive Plan:</b> Informed Council review is ongoing on the first half of the draft plan and this portion will be distributed soon for additional review. Hoffee asked if the actual survey results could be emailed to Council, as they have not seen those.</p> <p><b>Hometown Heroes Project:</b> Informed Council the Lions Club would like to know if they are given permission to proceed with making the "Hometown Heroes Project" an annual event. Council had no objections to making this an annual event as the project was well received by the community. A motion was made by Shoemaker to approve the project annually. Seconded by Conn. Upon roll call, motion</p>	

carried with Shoemaker, Conn, Hoffee, Vaughn, Hofstetter, and Polen voting aye. Roll call vote: Yes 6 No 0. Next year there will more than likely be additional banners. Troyer was asked to contact AEP to receive their approval for using their poles annually.

<b>DEPARTMENT:</b>	<b>FISCAL</b>
<b>REPRESENTATIVE'S NAME:</b>	<b>CLERK-TREASURER KAREN SHAFFER</b>
<b>July Financial Statement:</b> Presented the July Financial Statement and acknowledgement form that Council received the report consisting of the Bank Reconciliation; Appropriation Summary, Fund Summary, Revenue Summary, Payment Summary, and Payroll.	
<b>Liquor License – American Hall Social LLC:</b> Presented the liquor license for the American Hall Social and told Council they had the right to request a public hearing through the Department of Liquor Control. The required background checks were completed and no issues were found. A motion was made by Hoffee to not request a hearing. Seconded by Shoemaker. Upon roll call, motion carried with Hoffee, Shoemaker, Conn, Vaughn, Hofstetter, and Polen voting aye. Roll call vote: Yes 6 No 0	
<b>Opioid Settlement:</b> Informed Council recent information received indicates the Village share of the settlement agreement is .0018% of the regional allowance and is estimated to be between \$2575 and \$3679 total for the 18-year term. Since the annual amount is less than \$500, the Village will not receive the funds. The annual payments will go directly to Holmes County.	

**EXECUTIVE SESSION**

<b>PURPOSE:</b> To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official and to confer with the public body's attorney for the purpose of discussing disputes involving the public body that are the subject of pending or imminent litigation.			
<b>MOTION BY:</b>		Polen	
<b>MOTION SECONDED BY:</b>		Hofstetter	
<b>VOTING ROLL CALL:</b>			
Polen	Yes	Hofstetter	Yes
Hoffee	Yes	Conn	Yes
Vaughn	Yes	Shoemaker	Yes
<b>VOTING RESULTS:</b>		YES: 6	NO: 0

**NEXT SCHEDULED MEETING**

<b>TYPE OF MEETING:</b>	Regular
<b>DATE:</b>	9/12/2022
<b>TIME:</b>	7:00 PM
<b>LOCATION:</b> Council Chambers	6 N Washington St.; Millersburg, OH 44654

**ADJOURNMENT**

<b>MOTION BY:</b>		Polen	
<b>MOTION SECONDED BY:</b>		Hofstetter	
<b>VOTING ROLL CALL:</b>			
Polen	Yes	Hofstetter	Yes
Hoffee	Yes	Conn	Yes
Shoemaker	Yes	Vaughn	Yes
<b>VOTING RESULTS:</b>		YES: 6	NO: 0

**MINUTES PREPARED BY**

SIGNATURE: Karen Shaffer	TITLE	DATE
	Clerk-Treasurer	8/11/2022

**ATTESTED BY**

SIGNATURE: Karen Shaffer	TITLE	DATE
	Clerk-Treasurer	9/12/2022

**CERTIFICATION**

SIGNATURE: Jeff Huebner	TITLE	DATE
	Mayor	9/12/2022

