

ENTITY NAME: VILLAGE OF MILLERSBURG

BOARD NAME: MILLERSBURG VILLAGE COUNCIL

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 11/27/2023

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:		NAME:	
Jeff Huebner	Mayor	Nate Troyer	Administrator
Bob Hines	Solicitor	Matt Shaner	Police Chief
Karen Shaffer	Clerk-Treasurer	Bobbie Curry	Assist Fiscal Officer
Melissa Patrick	Visitor	Andrea Kellogg	Visitor
Adam Barnett	Visitor	Katerina Barnett	Visitor
Tom Wengerd	Visitor	Marilyn Wengerd	Visitor

#### APPROVAL OF PREVIOUS MINUTES

<b>TYPE OF MEETING:</b>	Regular		
<b>SUSPEND READING OF MINUTES HELD ON:</b>	11/13/2023		
<b>MOTION BY:</b>	Polen		
<b>MOTION SECONDED BY:</b>	Hoffee		
<b>VOTING ROLL CALL:</b>			
Polen	Yes	Shoemaker	Yes
Hoffee	Yes	Conn	Yes
Hofstetter	Yes	Vaughn	Yes
<b>VOTING RESULTS:</b>	YES: 6 NO: 0		
<b>CORRECTIONS (If any):</b>			
<b>MOTION TO APPROVE BY:</b>	Hofstetter		
<b>MOTION SECONDED BY:</b>	Conn		
<b>VOTING ROLL CALL:</b>			
Hofstetter	Yes	Shoemaker	Yes
Conn	Yes	Hoffee	Yes
Polen	Yes	Vaughn	Yes
<b>VOTING RESULTS:</b>	YES: 6 NO: 0		

#### APPROVAL OF BILLS

<b>BILL RESOLUTION 2023-28</b>	Bills \$106,576.04	Payroll \$69,165.63	Total \$175,741.67
<b>MOTION BY:</b>	Vaughn		
<b>MOTION SECONDED BY:</b>	Hoffee		
<b>VOTING ROLL CALL:</b>			
Vaughn	Yes	Hofstetter	Yes
Hoffee	Yes	Shoemaker	Yes
Polen	Yes	Conn	Yes
<b>VOTING RESULTS:</b>	YES: 6 NO: 0		

<b>DEPARTMENT:</b>	ADMINISTRATION
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<b>REPRESENTATIVE'S NAME:</b>	<b>ADMINISTRATOR NATE TROYER</b>
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**DRB & P&Z Commission**

P&Z Commission will meet December 6<sup>th</sup> to review a change of zoning use request from Jon & Molly Lotut for 4 parcels adjacent to the trail, off Hickory St. The request is to change the zoning from R-3 to SU to allow for the construction of a mixed-use residential property to include short- and long-term rentals and primitive camping areas.

**Design Review Ordinance and Guideline Revisions**

If there are no further suggested revisions, we will prepare legislation to adopt the proposed ordinance and guidelines.

**ARPA**

Rising Son finalized all contract work last week. There is one more change order coming to connect a previously unknown storm sewer pipe to the new main as well as some other costs involved with the gas company relocating their gas lines in the project area. I don't have this amount yet.

**Citizen Notification Software**

No update, design team is building the app currently.

**Deer Run Park – Amphitheater Turf**

Received a quote from Totally Outdoors. An updated quote from Forever Lawn was received today. Quotes are as follows:

Totally Outdoors – Installation of High-end Turf; Installation of an extra step/tier at the bottom of the amphitheater; \$5,500 discount for the village; 20-year warranty. Total - \$33,460.33

Forever Lawn: 3 different grades of turf offered as well as an option for 'seconds'; Seconds may have visible seams and has only an 8-year warranty; Seconds total cost - \$26,000.

Comparable product to the one offered by Totally Outdoors has a 15-year warranty and the total cost would be \$39,000. Their quote does not include installation of the proposed extra step.

There are funds available for this project at this time. Both companies would be available to start the project relatively soon. The consensus of council was to proceed with the project contracting with Totally Outdoors.

**Radio Read Installation Follow Up**

At the last meeting it was asked if we would want to look at changing out the remaining touch reads for radio reads. There are approximately 670 we would need to do at the current price of \$230/each (\$154,100). Based on the price and the fact that these would all be due for replacement at the same time in the future, we would prefer to keep doing around 100 per year.

**Accessible Parking Space on East Adams Street**

There is an accessible parking space on East Adams Street that was previously installed for a resident. That resident has moved and no longer needs the space. To free up that parking space, we can remove the accessible parking sign. A motion to remove the accessible parking space on East Adams Street was made by Conn; Seconded by Shoemaker. Conn, Shoemaker, Polen, Hofstetter, Hoffee and Vaughn voted yes. Motion passed. Yes: 6/No: 0

**Disposal of Vehicles**

There will be a pickup truck (water/sewer) and a police cruiser that we will need to dispose of once their replacement vehicles are up and ready.

**Other Discussion**

Shoemaker asked Troyer how many building permits have been issued for the Village in the past 3 years. Troyer estimates that about 30 permits have been issued in that period of time.

<b>DEPARTMENT:</b>	<b>MAYOR</b>
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<b>REPRESENTATIVE'S NAME:</b>	<b>JEFF HEUBNER</b>
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Mayor Huebner would like to reschedule the special meeting to discuss the speed study done on S Clay Street and speed zones throughout the village. Visitation/calling hours for former Councilman, Clarence "Junior" Vaughn is occurring on the 29<sup>th</sup>. It was decided that the special meeting will take place at 5:00PM on December 11<sup>th</sup>, prior to the regularly scheduled Village Council Meeting.

**LEGISLATION**

<b>NUMBER:</b>	Ordinance No. 2023-105		
<b>TITLE:</b>	An Ordinance Consenting to ODOT Maintenance and Snow Removal Agreement with The Village of Millersburg		
<b>CLASSIFICATION:</b>	Ordinance		
<b>STATUS:</b>	3rd Reading and Passage		
<b>MOTION TO:</b>	Pass & Adopt		
<b>MOTION BY:</b>	Hoffee		
<b>MOTION SECONDED BY:</b>	Conn		
<b>VOTING ROLL CALL:</b>			
Hoffee	Yes	Hofstetter	Yes
Conn	Yes	Shoemaker	Yes
Polen	Yes	Vaughn	Yes
<b>VOTING RESULTS:</b>	YES: 6 NO: 0		

**OLD BUSINESS**

<b>TOPIC:</b>	Recreational Marijuana Dispensary		
<b>PRESENTED BY:</b>	Hines		
<b>DISCUSSION:</b> At the previous meeting, the topic of the passage of legalization of Recreational Marijuana in Ohio and if the Village of Millersburg could be a potential location for a dispensary. Hines said Ord. 2017-102, passed 2-13-17 prohibits medical marijuana cultivators, processors, or retail dispensaries located within the boundaries of the Village of Millersburg. He said that technically the ordinance refers to only medical marijuana, so it does not prohibit recreational marijuana dispensaries. However, it would make most sense to repeal that ordinance if at some point we want to pursue having a dispensary in the village. Hines went on to say that the monetary benefit to municipalities with dispensaries is not yet known. Ohio has not released how tax revenue will be distributed. There is a webinar on November 29 <sup>th</sup> on the topic of transitioning from medical to recreational marijuana that any council member is welcome to join. Information about the webinar was given.			

**NEXT SCHEDULED MEETING**

<b>TYPE OF MEETING:</b>	Special Meeting Preceding Regular Meeting		
<b>DATE:</b>	<u>12/11/2023</u>		
<b>TIME:</b>	5:00 PM (Special) 7:00 PM (Regular)		
<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	Conn	Yes
Hofstetter	Yes	Hoffee	Yes
Shoemaker	Yes	Vaughn	Yes
<b>VOTING RESULTS:</b>	YES: 6 NO: 0		

**MINUTES PREPARED BY**

SIGNATURE: Bobbie Curry	TITLE	DATE
	Assistant Fiscal Officer	12/1/2023

**ATTESTED BY**

SIGNATURE: Karen Shaffer	TITLE	DATE
	Clerk-Treasurer	12/11/2023

**CERTIFICATION**

SIGNATURE: Jeff Huebner	TITLE	DATE
	Mayor	12/11/2023