

ENTITY NAME: VILLAGE OF MILLERSBURG

BOARD NAME: MILLERSBURG VILLAGE COUNCIL

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 12/11/2023

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
Andrea Kellogg	Visitor	Steve Johnson	Visitor
Holley Johnson	Visitor	Michelle Wood	Visitor
Jenny Hofstetter	Visitor	Melissa Patrick	Visitor

VISITORS

Holley Johnson & Michelle Wood – Appalachian Community Grant

The Appalachian Community Grant is part of a \$500 million grant that originated with the American Rescue Plan Act. 32 Ohio counties were eligible to apply for the grant. A steering committee was formed and was awarded a small grant that allowed the committee to hire Johnson and Wood. Along with the committee and a state procured planner, they put together the projects that were submitted for the grant. To apply for the grant, the committee had to go through a development district, OMEGA, a ten-county region of Ohio. Lots of work and planning went into the proposed project ideas. A total of 90 projects were submitted through OMEGA. Only 41 of those were approved to be submitted to the Ohio Department of Development. 4 of those 41 project were submitted from Holmes County. The focus of the projects for Holmes County was Ecotourism, connecting to the Holmes County Trail. The 4 projects submitted for Holmes County total about \$15 million. The Holmes County Trail is heavily used. The goal is to bring the people that use the trail into the Villages of Holmesville, Millersburg, Killbuck and Glenmont to eat, stay, shop and have something to do. In Millersburg they proposed a multi-use path from The Depot at the Trail to the downtown area. The other exciting project submitted was water access. They want to have a water access point installed close to the bridge near the Depot allowing people to launch their kayak and then kayak all the way to Killbuck, where another launch ramp would be installed. If the grant is awarded, \$1,140,000 would go into the project in Millersburg.

Holley Johnson – Candidate for Holmes County Commissioner

Holley Johnson resides in Winesburg with her husband and children. She has lived in Holmes County for 16 years and Holmes County is her home. She feels that it is important to protect the values in our community. She believes that she has proven that she can get projects done. Johnson is the Executive Direct for The Holmes Center for the Arts which started with nothing and now has over 600 hundred students. Johnson has learned grant writing, how to run a business and set up an endowment fund. She has talked to legislators and lobbied for the arts, bringing in over \$1 million for the arts in Holmes County. Johnson discovered through her involvement with the Appalachian Community Grant that she can accomplish more and serve Holmes County to get work done. She would like to use her talents and unique skillset to serve Holmes County as commissioner.

Steve Johnson - Candidate for Holmes County Commissioner

Steve Johnson is here to introduce himself. He was raised in Holmes County and graduated from West Holmes in 1989. He then joined the US Airforce and served overseas in many countries. Johnson, after his military career, returned to the United States and became a truck driver. In 1995, he was nearly killed in a motorcycle wreck. During his recovery in the hospital, he found God started serving the Lord. After recovering, Johnson used the GI Bill to go to college. He attended Kent State, Cincinnati Bible College, Xavier University, and the College of Mount St. Joseph, which is where he became interested in politics. He served as an intern for a congressman while in college. He became very familiar with government and politics. He knew at that point he wanted to serve in government. He went on to earn his master's degree at Mount Vernon Nazarene University and a Master Certificate from Texas A&M. In 2008, he ran for State Representative in the Cincinnati area. In 2016, Johnson ran for State Representative in the Holmes County area. In July of 2023, he made the decision to run for Holmes County Commissioner. Holmes County is a special place. He is looking to do three things as commissioner - Preserve our culture, Promote Economic Opportunity, and Prepare for the Future. He wants to get things done.

APPROVAL OF PREVIOUS MINUTES

TYPE OF MEETING:		Regular	
SUSPEND READING OF MINUTES HELD ON:		11/27/2023	
MOTION BY:		Polen	
MOTION SECONDED BY:		Hoffee	
VOTING ROLL CALL:			
Polen	Yes	Shoemaker	Yes
Hoffee	Yes	Conn	Yes
Hofstetter	Yes	Vaughn	Yes
VOTING RESULTS:		YES: 6 NO: 0	
MOTION TO APPROVE BY:		Shoemaker	
MOTION SECONDED BY:		Vaughn	
VOTING ROLL CALL:			
Shoemaker	Yes	Hofstetter	Yes
Vaughn	Yes	Conn	Yes
Polen	Yes	Hoffee	Yes
VOTING RESULTS:		YES: 6 NO: 0	

APPROVAL OF BILLS

BILL RESOLUTION 2023-29	Bills \$313,419.66	Payroll \$70,880.87	Total \$384,300.53
MOTION BY:		Hoffee	
MOTION SECONDED BY:		Hofstetter	
VOTING ROLL CALL:			
Hoffee	Yes	Shoemaker	Yes
Hofstetter	Yes	Conn	Yes
Polen	Yes	Vaughn	Yes
VOTING RESULTS:		YES: 6 NO: 0	

DEPARTMENT HEAD/OFFICIAL REPORT

DEPARTMENT:	POLICE DEPARTMENT
REPRESENTATIVE'S NAME:	CHIEF MATT SHANER
Shoemaker would like to thank the Police Department for traffic control and involvement in Sunday Christmas Parade. Great Job!	

DEPARTMENT:	ADMINISTRATION
REPRESENTATIVE'S NAME:	ADMINISTRATOR NATE TROYER
DRB & P&Z Commission	
P&Z Commission met December 6 th 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. The Commission recommended approval of the rezoning request. We need to set a public hearing date and time-January 22nd. Hearing set for 1/22/24 at 6:45pm.

There was also a request to consider allowing the use of a shipping container if it were modified to have traditional storage facility features (roof, doors, siding etc). Council members agree that this request warrants more discussion and looking at the ordinance prohibiting the use of shipping containers in the village. Discussions take place and research needs to be done. Troyer and Solicitor Hines will research and this topic will be discussed at a later date.

ARPA

Final payment and change order are on the bill resolution. I'm glad to be wrapping this project up finally.

Citizen Notification Software

The app has been reviewed and we are scheduling a marketing meeting with GoGov prior to final launch.

Deer Run Park

Gave Totally Outdoors the go ahead on the project-the turf has been received and there is a bill on the resolution for it. Installation will depend on finding a suitable weather window

DEPARTMENT:	FISCAL
REPRESENTATIVE'S NAME:	ASSISTANT FISCAL OFFICER, BOBBIE CURRY CLERK-TREASURER, KAREN SHAFFER

November Financial Statement were previously emailed to Council and the Mayor. Acknowledgment signed by all.

The Village has a current three-year agreement with the Ohio Municipal Joint Insurance Pool for our property and liability coverage. Our rates will change only as we add or remove coverage on vehicles and property. While the agreement is in effect, with written notice, we can opt to bid our insurance coverage out. Historically, The Ohio Municipal Joint Insurance Pool has offered the lowest rates for the coverage the village needs. We have been with them for 28 years. Curry and Shaffer asked council if they are interested in bidding coverage out. The consensus of council was to stay with the company we have for the duration of our agreement.

Shaffer congratulated Curry on completing 1 year of employment with the village as Assistant Fiscal Officer. Shaffer has confidence in Curry and believes she will do a good job for the village in the future. Shaffer would like to recommend that Curry's probationary status be removed.

Motion to remove probationary status for Bobbie Curry made by Hofstetter. Seconded by Shoemaker. Hofstetter, Shoemaker, Polen, Conn, Hoffee and Vaughn all voted yes. Motion carried 6 yes, 0 no.

LEGISLATION

NUMBER:	Resolution 2023-3
TITLE:	A Resolution Setting Wages and Salaries for Elected Officials, Salaried and Hourly Employees of the Village of Millersburg, and to Define Vacations, Sick Leave and Holidays
CLASSIFICATION:	Resolution
STATUS:	1st Reading
DISCUSSION: Shaffer clarified that wages for 2024 for all employees in all departments are based on the same criteria. The police department no longer has its own step plan for determining wages and raises.	

LEGISLATION

NUMBER:	Emergency: Ordinance No. 2023-106
TITLE:	An Emergency Ordinance Approving The Editing And Inclusion Of Certain Ordinances And Resolutions As Parts Of The Various Component Codes Of The Codified Ordinances; To Provide For The Adoption And Publication Of New Matter In The Updated And Revised Codified Ordinances; And To Repeal Ordinances And Resolutions In Conflict Therewith.
CLASSIFICATION:	Ordinance
STATUS:	Emergency, 1 st Reading

DISCUSSION: Solicitor Hines said that while there were more than usual this year, there weren't too many changes that had to be made.			
MOTION TO:		Suspend the Rules for 2nd & 3rd Reading	
MOTION BY:		Hoffee	
MOTION SECONDED BY:		Polen	
VOTING ROLL CALL:			
Hoffee	Yes	Shoemaker	Yes
Polen	Yes	Conn	Yes
Hofstetter	Yes	Vaughn	Yes
VOTING RESULTS:		YES: 6 NO: 0	
MOTION TO:		Pass and Adopt	
MOTION BY:		Vaughn	
SECONDED BY:		Hofstetter	
VOTING ROLL CALL:			
Vaughn	Yes	Shoemaker	Yes
Hofstetter	Yes	Conn	Yes
Polen	Yes	Hoffee	Yes
VOTING RESULTS:		YES: 6 NO: 0	

LEGISLATION

NUMBER:	Ordinance No. 2023-107
TITLE:	An Ordinance To Make Appropriations By Fund For Current Expenditures Of The Village Of Millersburg, State Of Ohio, During The Fiscal Year Ending December 31, 2024
CLASSIFICATION:	Ordinance
STATUS:	1st Reading

LEGISLATION

NUMBER:	Ordinance No. 2023-108
TITLE:	An Ordinance Revising The Previous Ordinance Establishing Design Districts And A Design Review Board And Adopting And Clarifying Additional Guidelines
CLASSIFICATION:	Ordinance
STATUS:	1st Reading

OLD BUSINESS

TOPIC:	Millersburg Mobile Home Park cleanup update
PRESENTED BY:	Solicitor Hines
DISCUSSION: The arson fire clean up will be done by mid-January 2024. The cleanup of the other vacant trailer will have to wait until mid year 2024. Council agreed to accept this.	

NEXT SCHEDULED MEETING

TYPE OF MEETING:	Regular
DATE:	<u>12/27/2023</u>
TIME:	7:00 PM Public Hearing at 6:45 PM
LOCATION: Council Chambers	6 N Washington St.; Millersburg, OH 44654

ADJOURNMENT

MOTION BY:		Polen	
MOTION SECONDED BY:		Hofstetter	
VOTING ROLL CALL:			
Polen	Yes	Conn	Yes
Hofstetter	Yes	Hoffee	Yes
Shoemaker	Yes	Vaughn	Yes
VOTING RESULTS:		YES: 6 NO:	

MINUTES PREPARED BY

SIGNATURE: Bobbie Curry	TITLE	DATE
	Assistant Fiscal Officer	12/13/2023

ATTESTED BY

SIGNATURE: Karen Shaffer	TITLE	DATE
	Clerk-Treasurer	12/27/2023

CERTIFICATION

SIGNATURE: Jeff Huebner	TITLE	DATE
	Mayor	12/27/2023