

ENTITY NAME: VILLAGE OF MILLERSBURG

BOARD NAME: MILLERSBURG VILLAGE COUNCIL

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 12/27/2022

START TIME: 7:00 P.M.

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

CALLED TO ORDER BY: COUNCIL PRESIDENT, ROBERT SHOEMAKER

RECORD OF PROCEEDINGS

COUNCILMEMBERS ROLL CALL

| NAME: | | NAME | |
|--------|-------------|------------|---------|
| Polen | Present | Shoemaker | Present |
| Hoffee | Not Present | Vaughn | Present |
| Conn | Present | Hofstetter | Present |

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|--------------------------|-------------------------------------|----------------------------|--------|
| MOTION TO EXCUSE: | Mayor Huebner & Councilwoman Hoffee | | |
| MOTION BY: | Conn | MOTION SECONDED BY: | Vaughn |
| VOTING ROLL CALL: | | | |
| Conn | Yes | Vaughn | Yes |
| Polen | Yes | Shoemaker | Yes |
| Hofstetter | Yes | | |
| VOTING RESULTS: | YES: 5 NO: 0 | | |

IN ATTENDANCE

| NAME: | | NAME: | |
|---------------|-----------------|-----------------|-----------------------|
| Nate Troyer | Administrator | Bob Hines | Solicitor |
| Matt Shaner | Police Chief | Bobbie Curry | Assist Fiscal Officer |
| Karen Shaffer | Clerk-Treasurer | Melissa Patrick | Visitor |
| Rick Starner | Visitor | | |

VISITORS:

Rick Starner addressed Council and asked why the Village does not have a “warming center” during extremely cold weather. He has witnessed individuals in need of a place to sleep or to have a safe place to come during frigid temperatures. He witnessed an individual laying on a laundromat floor, as well as a woman walking along a road way with children and neither of them were wearing coats or shoes. He stopped and gave them a blanket. He encouraged Council to consider a warming center, as people in need are being taken to Wayne County Salvation Army location.

APPROVAL OF PREVIOUS MINUTES

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| TYPE OF MEETING: | Regular | | |
| SUSPEND READING OF MINUTES HELD ON: | 12/12/2022 | | |
| MOTION BY: | Conn | | |
| MOTION SECONDED BY: | Vaughn | | |
| VOTING ROLL CALL: | | | |
| Conn | Yes | Vaughn | Yes |
| Polen | Yes | Hofstetter | Yes |
| Shoemaker | Yes | | |
| VOTING RESULTS: | YES: 5 NO: 0 | | |
| MOTION TO APPROVE BY: | Polen | | |
| MOTION SECONDED BY: | Hofstetter | | |
| VOTING ROLL CALL: | | | |
| Polen | Yes | Hofstetter | Yes |
| Conn | Yes | Shoemaker | Yes |

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| Vaughn | Yes | | |
| VOTING RESULTS: | | YES: 5 | NO: 0 |

APPROVAL OF BILLS

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| BILL RESOLUTION 2022-33 | Bills \$20651.50 | Payroll \$52960.05 | Total \$73611.55 |
| MOTION BY: | | Hofstetter | |
| MOTION SECONDED BY: | | Vaughn | |
| VOTING ROLL CALL: | | | |
| Hofstetter | Yes | Vaughn | Yes |
| Shoemaker | Yes | Conn | Yes |
| Polen | Yes | | |
| VOTING RESULTS: | | YES: 5 | NO: 0 |

DEPARTMENT HEAD/OFFICIAL REPORT

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| DEPARTMENT: | ADMINISTRATION |
| REPRESENTATIVE'S NAME: | ADMINISTRATOR NATE TROYER |
| <p>DRB & P&Z Commission: Informed Council there are no submittals for January.</p> <p>Resurfacing/Sidewalk Projects: Informed Council utility relocation continues as weather permits. This ODOT TAP Project is scheduled for a bid opening date of 3/9/23.</p> <p>ARPA Projects: SJL continue to work on finalizing plans and bid documents. It is hopeful a spring 2023 bid opening will be possible.</p> <p>Demolition Project: Informed Council we are awaiting asbestos testing and then the demolition can be put out to bid.</p> <p>CDL Training: Informed Council legislation is on the agenda for consideration. Troyer noted Solicitor Hines spent a fair amount of time drafting this legislation. Troyer noted the County has an individual "in-house" that is certified for the training requirement, however, he does not know if they would offer the training classes for Village employees. He will be following up on that.</p> <p>Extreme Cold and Snow Removal: Troyer thanked Street Department and Utility Department staff for their time and effort during the holiday. They all worked through extreme cold and snow to keep the village streets clear.</p> | |

LEGISLATION

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|---|--|--------|-------|
| NUMBER: 2022-105 | Council Pres. Shoemaker read for the third time by title only. | | |
| TITLE: An Ordinance Vacating A Street Known As Mayers Avenue In The Village Of Millersburg | | | |
| CLASSIFICATION: | Ordinance | | |
| STATUS: | 3rd Reading | | |
| MOTION TO: | Pass & Adopt | | |
| MOTION BY: | Polen | | |
| MOTION SECONDED BY: | Conn | | |
| VOTING ROLL CALL: | | | |
| Polen | Yes | Conn | Yes |
| Shoemaker | Yes | Vaughn | Yes |
| Hofstetter | Yes | | |
| VOTING RESULTS: | | YES: 5 | NO: 0 |

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| NUMBER: 2022-30 | Council Pres. Shoemaker read for the third time by title only. | | |
| TITLE: A Resolution To Amend The Millersburg Personnel Policy Regarding Medical Marijuana | | | |
| CLASSIFICATION: | Resolution | | |
| STATUS: | 3rd Reading | | |
| MOTION TO: | Pass & Adopt | | |
| MOTION BY: | Hofstetter | | |
| MOTION SECONDED BY: | Polen | | |
| VOTING ROLL CALL: | | | |
| Hofstetter | Yes | Polen | Yes |
| Vaughn | Yes | Shoemaker | Yes |

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| Conn | Yes | | |
| VOTING RESULTS: | | YES: 5 | NO: 0 |

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| NUMBER: 2022-32 | | Council Pres. Shoemaker read for the second time by title only. | |
| 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: | | 2nd Reading | |
| MOTION TO: | | Suspend the Rules for 3rd Reading | |
| MOTION BY: | | Conn | |
| MOTION SECONDED BY: | | Vaughn | |
| VOTING ROLL CALL: | | | |
| Conn | Yes | Vaughn | Yes |
| Polen | Yes | Shoemaker | Yes |
| Hofstetter | Yes | | |
| VOTING RESULTS: | | YES: 5 | NO: 0 |
| MOTION TO: | | Pass & Adopt | |
| MOTION BY: | | Hofstetter | |
| MOTION SECONDED BY: | | Vaughn | |
| VOTING ROLL CALL: | | | |
| Hofstetter | Yes | Vaughn | Yes |
| Polen | Yes | Shoemaker | Yes |
| Conn | Yes | | |
| VOTING RESULTS: | | YES: 5 | NO: 0 |

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| NUMBER: 2022-107 | | Council Pres. Shoemaker read for the second time by title only. | |
| TITLE: An Ordinance To Make Appropriations By Fund For Current Expenses And Other Expenditures Of The Village Of Millersburg, State Of Ohio, During The Fiscal Year Ending December 31, 2023. | | | |
| CLASSIFICATION: | | Ordinance | |
| STATUS: | | 2nd Reading | |
| MOTION TO: | | Suspend the Rules for 3rd Reading | |
| MOTION BY: | | Polen | |
| MOTION SECONDED BY: | | Vaughn | |
| VOTING ROLL CALL: | | | |
| Polen | Yes | Vaughn | Yes |
| Conn | Yes | Hofstetter | Yes |
| Shoemaker | Yes | | |
| VOTING RESULTS: | | YES: 5 | NO: 0 |
| MOTION TO: | | Pass & Adopt | |
| MOTION BY: | | Polen | |
| MOTION SECONDED BY: | | Hofstetter | |
| VOTING ROLL CALL: | | | |
| Polen | Yes | Hofstetter | Yes |
| Vaughn | Yes | Shoemaker | Yes |
| Conn | Yes | | |
| VOTING RESULTS: | | YES: 5 | NO: 0 |

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| NUMBER: 2022-34 | | Council Pres. Shoemaker read for the first time by title only. | |
| TITLE: A Resolution To Add Section 7.6 To The Millersburg Personnel Policy | | | |
| CLASSIFICATION: | | Resolution | |
| STATUS: | | 1st Reading | |

NEW BUSINESS

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| TOPIC: | Sidewalk Maintenance |
| PRESENTED BY: | Councilman Shoemaker |
| DISCUSSION: Reminded residents and business owners that sidewalks are required to be cleared of snow and ice. Troyer noted a reminder is issued and contact will be made with property owners as needed. | |

NEXT SCHEDULED MEETING

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| TYPE OF MEETING: | Regular |
| DATE: | 1/9/2023 |
| TIME: | 7:00 PM |
| LOCATION: Council Chambers | 6 N Washington St.; Millersburg, OH 44654 |

ADJOURNMENT

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

MINUTES PREPARED BY

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| SIGNATURE: Karen Shaffer | TITLE | DATE |
| | Clerk-Treasurer | 12/28/2022 |

ATTESTED BY

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|---------------------------------|-----------------|-------------|
| SIGNATURE: Karen Shaffer | TITLE | DATE |
| | Clerk-Treasurer | 1/9/2023 |

CERTIFICATION

| | | |
|--------------------------------|--------------|-------------|
| SIGNATURE: Jeff Huebner | TITLE | DATE |
| | Mayor | 1/9/2023 |