



Village of Milan

Regular Council Meeting

April 25, 2018

The April 25, 2018 Regular Meeting was called to order with the Pledge of Allegiance by Mayor Steven Rockwell.

Roll call: Barber – yes, Crosby - yes, Jenkins - yes, Maloney - yes, Rospert – yes, Smith - yes. Also present: Mayor Steven Rockwell, Fiscal Officer Scott Palmer, Administrator Brian Rospert, and attorney Jim Barney.

Motion by Maloney, seconded by Barber to approve the Minutes of the March 28, 2018 Council Meeting. Vote – all in favor, motion carried.

Motion by Barber, seconded by Rospert to approve the Council bills for the period of March 24th – April 23rd, 2018. Vote – all in favor, motion carried.

Motion by Barber, seconded by Crosby to approve the Utility bills for the period of March 24th – April 23rd, 2018. Vote – all in favor, motion carried.

CITIZEN PARTICIPATION

Brailey Heckleman from the Milan Garden Club presented a monument and location drawing for the Blue Star Memorial Monument which is a tribute to the Armed Forces. The monument is to be installed in the Village Square. Richard Maloney asked where this location was in relation to the existing memorial located in the square. Dan Frederick who created the drawings explained that the current monument would be relocated to the new location and incorporated into the new design. There will also be space for new monuments in the future.

Motion by Barber, seconded by Crosby, to allow the Milan Garden Club to proceed with the installation of the Blue Cross Monument in the Village Square. Roll call: Barber-Yes, Crosby-Abstain, Jenkins-Yes, Maloney-Yes, Rospert-Yes, Smith-Yes, motion carried.

Marci Reikowski and Christine Sholes from the Milan Library discussed the Touch-a-Truck event which is the kick off to their summer reading program. They would like approval to hold the event on June 16th from 11am to 1pm along with approval to close Merry Street from 10am to 1:30pm.

Motion by Rospert, seconded by Crosby, to allow Merry Street to be closed from 10am to 1:30pm for the Touch-a-Truck event. Roll call: Barber-Yes, Crosby-Yes, Jenkins-Yes, Maloney-Yes, Rospert-Yes, Smith-Yes, motion carried.

Milan Cub Scout Pack 215 would like to hold their annual Summer Camp Car Wash fundraiser on June 2nd (rain date of June 9th) in the Administration building parking area. Proper insurance will be obtained once permission has been granted.

Motion by Barber, seconded by Maloney, to allow Milan Cub Scout Pack 215 to the parking area at the Administration building for their car wash fundraiser. Roll call: Barber-Yes, Crosby-Abstain, Jenkins-Yes, Maloney-Yes, Rospert-Yes, Smith-Yes, motion carried.

OLD BUSINESS

Streets, Sidewalks and Storm Sewers – The Erie County Commissioners will have a Public Hearing on May 17th, 9:45am at the Milan Township Town Hall for the name change of Shaw Mill Road to Old Plank Road.

Safety – None

Finance - None

Regional Planning, Building Codes & Inspection – Update on the property located at 76 Edison Drive on the pending Notice of Violation and Property Maintenance Code. A certified letter was sent to Mr. Zemke and Mr. Ross on the remaining Property Maintenance issues still remaining at the property. Mr. Ross, Mr. Zemke and the Village are in agreeance that the remaining issues will be addressed and will be in compliance by June 26, 2018. If the property owners fail to come into compliance by this date Judge Tone has a hearing set for June 26th, 2018 at 9:30am.

Village Council will hold a Public Hearing on the proposed Zoning Amendment change from The Planning Commission on May 2nd, 6:00pm in the Council Chambers. This is for the Proposed Zoning Amendment of the Design Review Regulations for the C-1 Business District.

We continue to work with Erie County Regional Planning and CT Consultants on the Downtown Revitalization Grant for the C-1 Business District. The application for the grant is due by June 15, 2018 and the Grant Awards will be announced on September 1, 2018.

Utilities – The installation of a twelve inch water line to our existing six inch connection on the west side of U.S. 250 by Lockwood Road to the water tower has been scheduled to start on Monday April 30, 2018.

The Village received the signed Memorandum of Understanding from R.P.T.S. Express and released the engineering contract with the GPD Group on April 12th. There will be an Ordinance to release the bidding and construction portion of this project.

Civic Contacts - None

Parks and Tree - None

Records Commission – None

NEW BUSINESS

Streets, Sidewalks and Storm Sewer – The Street Department has been busy with picking up trash, performing general maintenance on the equipment, and cold patching holes in the roadways. The first yard waste pick up of the season was completed and the mowing season started April 23, 2018.

Brian and Tim met with contractors regarding proposed sidewalk and road projects for the year. Once the quotes are in from the contractors a Street Committee meeting will be held to discuss what projects to complete this year.

For the sidewalks program we would like to continue with our long term plan and this year we are looking at Liberty Street, Berlin Street and other select areas around the village that need repaired.

Last year money was allocated for Shawnee Plane and Pawnee Drive to be milled and replaced with asphalt. We were unable to complete this work due to inclement weather and it was pushed back to the spring of this year. Brian is working with Precision Paving to if the accepted bid will remain the same.

For the street program this year we are looking at Chippewa Drive, pavement patches and wedge coating at the following locations; Milan Manor Drive, Perrin Road and several locations on Center Street. The Village is currently participating with Huron County Engineers, through an Ohio Public Works Grant for the Old State Road pavement project, with an estimated cost to be around \$25,000. We are also getting pricing for Judson Street, since this winter took a heavy toll on this road.

Recently we submitted a proposal for a Community Development Block Grant through Erie County Regional Planning for road repairs and an asphalt overlay of Sleepy Hollow Road. The Opinion of Probable Construction Cost from Richland Engineering is \$83,004.00. The grant application will be submitted to the state in June of this year and the grant will be awarded in the fall. If awarded, the funding will become available in the spring of 2019.

Work started on the S.R. 113 project on April 22nd. Chief Meister has 2 officers on duty during peak traffic hours to watch for illegal truck traffic. Brian spoke with ODOT District 3 regarding additional road repairs not in the original plan and ODOT agreed to take care of the additional repairs.

Resident Lori Keyser brought up an issue regarding the lack of signage. Brian will speak with ODOT to get additional signage added to problem areas.

Safety – Village employees attended an Ergonomics for Office and Home Computer Use safety training on April 17th through the Huron County Safety Council. Identification of risk factors for computer use at home and work, recommendations to reduce discomfort and tips for stretching and increased comfort.

On April 26th Village employees will have traffic safety flag training with AMP in Milan.

Todd Barber discussed the request by Police Chief Meister to fill a part time officer positions with Daniel Yost and Noah Perry. Motion by Barber, seconded by Smith, to hire Daniel Yost and Noah Perry as a part time officers with a starting salary of \$12.00 per hour and with the first year under probation. Roll call: Barber-Yes, Crosby-Yes, Jenkins-Yes, Maloney-Yes, Rospert-Yes, Smith-Yes, motion carried.

Finance – None

Regional Planning, Building Codes & Inspection – No new permits were issued by the Zoning Inspector in the past month. Multiple calls from residents requesting information have been received. Zoning work continues with the property owner at 30 Broad Street on what he is allowed to rebuild on the property since the current house was destroyed by fire. It appears that the owner wants to build a duplex on this property with each unit being 1,000 square feet.

Zoning work has started with the new owner of 28 South Edison Drive and 34 East Church Street. The new owner is looking at adding an addition to his Church Street home and renovating the property on Edison Drive.

Utilities – A meeting with Don Leto of Appraisal Service, Inc. out of Norwalk for an appraisal of the Water Treatment Plant was held on April 17th. The appraisal is currently in process.

The Electric Department has been replacing and repairing street lights, repaired an electrical service connection on Perrin Road, replaced a faulty torque switch at the Wastewater Treatment Plant, answered a power outage at 31 Church Street where a tree branch came down and knocked the primary lead off, replaced a total of four residential meters and four residential demand meters that were difficult to read, removed dead branches off a tree by the Milan Museum, assisted the Wastewater Department with the Indian Acres lift station electrical issues, repaired three electrical pull boxes behind the Invention Restaurant by excavating the asphalt, resetting the boxes and pouring concrete around the boxes with the assistance of the Street Department, and installed a new footer at the corner of Park Street on the Square and Church Street for a new ornamental street light. All power was out in this area where they found two fuses that blew out. The second one occurred when a tree company's boom truck took down power lines and poles at the intersection of Berlin Street and Edison Drive. This resulted in the loss of power to two homes. They had to replace two poles, one section of triplex cable and reattach the services. They received the call at 1:00 PM and had all repairs completed and power restored by 7:00 PM. Electric Superintendent Lew Kalin would like to commend both the Street and Water Department for their contributions to this endeavor.

The Water/Wastewater Department's finished their bi-annual lead and copper testing at 20 resident locations for their EPA requirements. The EPA looks at the ninetieth percentile of our samples and they all were less than the micrograms per liter maximum. The highest level is 15 micrograms per liter.

Located water lines for the Safe Routes to School project, the 12' water line project, and the Church Street project. Work continues on the Asset Management checklist and flushing wells at the Water Treatment Plant. They worked with the Electric Department on the low level

alarm at the Indian Acres lift station where they found the alarm was not wired correctly when it was installed by a sub-contractor. The Electric Department also assisted at the Wastewater Treatment Plant where they replaced a micro switch on the #1 final tank.

Civic Contacts – None

Parks and Trees – Mayor Rockwell read an Arbor Day Proclamation to proclaim April 27, 2018 as Arbor Day.

On April 27th at 9:30am we will have our Arbor Day Tree Planting Celebration. This year a Sunset Maple will be planted at 10 Front Street in front of the Kessler's house on the tree lawn.

In the near future, after the water line installation, we will be planting five Autumn Blaze Maples along U.S. 250 to continue with the row of trees that we planted in the past.

On April 13th the Street Department worked with the Tree Committee to trim our young trees. The Tree Committee will meeting again after the Arbor Day tree is planted.

Records Commission – Nancy Justice and Brian Rospert are scheduled to attend a Certified Public Records Training on May 14th at the Perkins Township Service Facility, this training will be instructed by the State Auditor's Office.

Citizens Property Maintenance Commission – None

Communications – This is Mayor Rockwell's last council meeting before he officially retires on April 30, 2018. Brian Rospert commended and thanked Mayor Rockwell for his tenure and hard work for the Village, the Township, and the fire department and wished him the best of luck in his future endeavors.

Mayor Rockwell thanked everyone and stated it was an honor and a pleasure to serve and work with everyone in the village and township. Stated he was very fortunate to have served the community of Milan for 21 years.

The council and audience thanked the Mayor for his service and gave him a standing ovation for several minutes.

Councilman Richard Maloney handed Mayor Rockwell letter to resign from his position as Milan Village Council person and President of Council effective Friday, April 27, 2018 at 11:59pm. Mr. Maloney will be accepting the position of Mayor as soon as Mayor Rockwell's retirement takes effect on May 1st.

Motion by Rospert, seconded by Jenkins, to accept Mr. Maloney's resignation from Village Council effective April 27th at 11:59pm. Roll call: Barber-Yes, Crosby-Yes, Jenkins-Yes, Maloney-Yes, Rospert-Yes, Smith-Yes, motion carried.

UNFINISHED BUSINESS

Council member Barber mentioned that council has 30 days in which to fill the council seat that will be vacant as of April 28th. Council would like to have an announcement made to ask for letters of interest for any residents interested in the open council seat. Announcements will be

made via the village facebook page and in an article to be published by the Norwalk Reflector. Letters of interest will be accepted until May 15th at which time council will schedule a meeting to discuss the received letters of interest before the next scheduled council meeting on May 23rd.

LEGISLATION

Ordinance – Next number will be 734-04-18

Resolution – Next number will be 597-04-18

AN ORDINANCE AUTHORIZING THE VILLAGE ADMINISTRATOR TO PREPARE SPECIFICATIONS, ADVERTISE FOR BIDS AND AWARD A CONTRACT RELATED TO THE ORION PROJECT AND DECLARING AN EMERGENCY

Motioned by Barber, seconded by Crosby to suspend the rules. Roll call: Barber-Yes, Crosby-Yes, Jenkins-Yes, Maloney-Yes, Rospert-Yes, Smith-Yes, motion carried.

Motion by Barber, seconded by Maloney to adopt by title only as an emergency. Roll call: Barber-Yes, Crosby-Yes, Jenkins-Yes, Maloney-Yes, Rospert-Yes, Smith-Yes, motion carried. Ordinance No. 734-04-18.

AN ORDINANCE REPEALING THE BOCA FIRE PREVENTION CODE FOUND IN CHAPTER 1501 ET SEQ. OF THE VILLAGE OF MILAN CODIFIED ORDINANCES AND DECLARING AN EMERGENCY

Motioned by Barber, seconded by Jenkins to suspend the rules. Roll call: Barber-Yes, Crosby-Yes, Jenkins-Yes, Maloney-Yes, Rospert-Yes, Smith-Yes, motion carried.

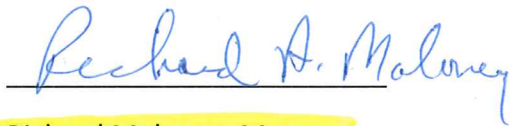
Motion by Barber, seconded by Maloney to adopt by title only as an emergency. Roll call: Barber-Yes, Crosby-Yes, Jenkins-Yes, Maloney-Yes, Rospert-Yes, Smith-Yes, motion carried. Ordinance No. 735-04-18.

AN ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF MILAN, OHIO

Motioned by Maloney, seconded by Barber to bring this reading to its first reading by title only. Roll call: Barber-Yes, Crosby-Yes, Jenkins-Yes, Maloney-Yes, Rospert-Yes, Smith-Yes, motion carried.

ADJOURNMENT

Motion by Barber, seconded by Jenkins to adjourn tonight's meeting. Vote - all in favor.
Motion carried.

A handwritten signature in blue ink that reads "Richard A. Maloney". The signature is written in a cursive style and is positioned above a horizontal line.

Richard Maloney, Mayor

A handwritten signature in blue ink that appears to read "M. Palmer". The signature is written in a cursive style and is positioned above a horizontal line.

Scott Palmer, Fiscal Officer