

Regular Council Meeting

July 22, 2020

The July 22, 2020 Regular Meeting was called to order with the Pledge of Allegiance by Mayor Ben Smith.

Roll call: Crosby – yes, Jenkins – yes, Rospert – yes, Taylor – yes, Shafer – yes

Also, present: Mayor Ben Smith, Fiscal Officer Scott Palmer, Administrator Brian Rospert, and Attorney Jim Barney.

Mayor Smith asked council president Jenkins if council came to a conclusion as to whom will replace the vacant seat. Jenkins advised they had 3 letters of interest, council interviewed candidates on July 15, 2020, Jenkins suggest each member verbally speak their choice for the seat. Vote was taken with majority votes for Patty Deland. Rospert – McIlrath, Crosby – McIlrath, Jenkins – DeLand, Shafer – DeLand, Taylor – DeLand. Patty Deland will be sworn in before the next council meeting. Administrator Brian Rospert will send follow-up letters to the candidates thanking them for their interest.

Motion by Rospert pending mistakes upon review, seconded by Taylor, to approve the Minutes of the June 24, 2020 Council Meeting. Roll Call: Crosby-yes, Jenkins-yes, Rospert-yes, Taylor-yes, Shafer-yes. Motion passes.

Fiscal Officer gave a financial report which included Financial Summary, Income and Expenses Summary, Check Summary, ACH Summary, June 2020 Revenue vs Expenses, General Fund Expenses vs Budget, Electric, Water and Sewer month and Year to Date Expenses vs Budget, Bank Reconciliation Summary, Change in Position 2019 vs 2020 and Total Revenue 2019 vs 2020. Palmer stated everyone is doing a great job with spending only buying necessary items.

Motion by Rospert, seconded by Crosby, to approve the Financial Report/Bank Reconciliation for the period ending June 30, 2020. Roll Call: Taylor-yes, Shafer-yes, Crosby-yes, Jenkins-yes, Rospert-yes. Motion passes.

Motion by Rospert, seconded by Jenkins, to approve the Council bills for the period of June 25th – July 22nd. Roll call: Jenkins-yes, Rospert-yes, Taylor-yes, Shafer-yes, Crosby-yes. Motion passes.

Motion by Jenkins, seconded by Shafer, to approve the Utility bills for the period June 25th – July 22nd. Roll call: Rospert-yes, Taylor-yes, Shafer-yes, Crosby-yes, Jenkins-yes. Motion passes.

Mayor Smith and Fiscal officer Scott Palmer to meet with Ohio Checkbook for presentation on the way it works, in hopes to get the Village on it.

CITIZENS PARTICIPATION

Mayor Smith asked for a motion to suspend the rule to not allow Public Participation due to the COVID-19 Virus. Motion by Shafer, seconded by Crosby to suspend the rule. Roll call Crosby-yes Jenkins-yes, Rospert-yes, Taylor-yes, Shafer-yes. Motion passed.

Rospert questioned about moving forward, possibly use Zoom or another online format. Jenkins suggested we use 15 minutes for questions. Mayor Smith suggested we take questions until 7:15 PM. Questions can be e-mailed all month and answered at Council meetings.

Mayor Smith asked for a motion to extend the Temporary Utility Payment Policy for an additional month ending August 2020. Motion failed for lack of motion. Policy expires July 31, 2020.

After some discussion, Mayor Smith removed Carla Rospert from the Planning Commission and appointed Jenkins to take her place, Mayor Smith also removed Rospert from Erie County Regional Planning and Development and appointed Taylor.

OLD BUSINESS

Streets, Sidewalks and Storm Sewers: Rospert stated A.J. Riley was hired to make the necessary patch repairs on Main Street and work is scheduled to begin early August. A letter of interest was submitted to Erie County Engineers Office for rock salt for snow and ice removal for 2021. 400 tons of county rock salt was requested.

Safety - Rospert announced the Village was awarded additional funds for the Safe Routes to School project. These funds will be used for bump out curb ramps at Edison Elementary School. This will enable pedestrians to see North and South bound traffic easier. Bids will go out in March of 2021 with work beginning in the spring. Administrator Rospert thanked Pat Schwan at Richland Engineering and Pat Dunlap at ODOT District 3 with their help in making this happened.

Finance - None

Regional Planning, Building Codes & Inspection - A Planning Commission meeting is scheduled for July 23, 2020 at 7:00 PM in the Milan Township Town Hall. Items for discussion, a homeowner's submission of an Application for Zoning Amendment to the Planning Commission to amend the Code section in regards to fences. Also on the Agenda, animals prohibited and

power and duties of the Board of Zoning Appeals. Rospert thanked the Milan Township Trustees for use of the Milan Township Hall.

Regional Planning, Building Codes & Inspection Cont. – The Board of Zoning Appeals met on July 9, 2020 to consider a corner lot setback at 32 Wilcoxson St. The Board approved setback variance applied for.

The Board of Zoning Appeals also met on July 21, 2020 to discuss a setback variance due to a hardship that prevents the property owner from placing the shed in the rear of the property, due to a ravine. The Board approved variance.

Utilities - Finnegan Construction began Phase III of the Wastewater Treatment Plant shortly after last Council meeting. On Tuesday July 21 Envirodyne Systems Inc. was in for the start-up of the extruder, the start-up process went well. Rospert stated Phase III is nearly complete and thanked council for their support during Phase I to III.

An Amendment to the original Amendment with BCU Electric to include additional work was signed on July 15, 2020. The Guaranteed Maximum price us \$478,749.00. This price does not include the cost of engineering or permits from Ohio Edison. The estimated completed cost \$515,000.00. A pre-construction meeting is scheduled for August 5, 2020 at 9:00 AM in Council Chambers. Due to the uncertainty of House Bill 163 regarding outside water customers, Rospert suggested to omit and table legislation regarding water rates.

Civic Contacts – Due to the Covid -19 pandemic the Village was informed from the Milan Public Library that the August 8, 2020 Touch-a-Truck event has been cancelled. Melon Festival Committee has cancelled this year’s Melon Festival also due to Covid-19. Mayor Smith commended the Committee for making that difficult decision.

Parks and Trees - None

Records Commission - A Records Commission was held on July 17, 2020. There was no new business to discuss.

NEW BUSINESS

Streets, Sidewalks and Storm Sewers - The Street Department mowed parks and sprayed roadside weeds, trimmed trees and shrubs that were impeding sidewalks and roadways. This also included landscaping at the Administration Building. July 6th was the monthly brush pick-up, changed oil in the street sweeper. They also replacement two stop signs, placed four flags around the monument for 4th of July Holiday, assisted the Electric Department with a change over on Seminary Rd, cleaned two tree stumps, backfilled and seeded in Indian Acres, assisted the Wastewater Department on July 9th for a power failure to all lift stations. Installed a French drain at 90 Edison Drive due complaints of high water and “Slow Children at Play” sign was

installed at Judson Street and Edison Drive. The Village is in the process of obtaining quotes for the repaving of Milan Manor Drive from the top of the hill, including the two cul-de-sacs.

Safety – All Departments attended Bucket Truck Rescue training presented by AMP On July 22nd.

Motion by Rospert, seconded by Shaffer, to accept the resignation of Officer Erica Maniaci
Roll call: Jenkins-yes, Rospert-yes, Taylor-yes, Shafer-yes, Crosby-yes.

Motion by Jenkins, seconded by Rospert, to hire Officer Justin Sanchez and Officer Samuel Putnam as part time officers with a rate of \$13.00 an hour and a one year probation.
Roll call: Crosby-yes, Jenkins-yes, Rospert-yes, Taylor-yes, Shafer-yes.

Finance - Palmer suggested use of the Covid-19 Funds for the following: five laptops, six picnic tables for use in the square and garbage receptacles.

Mayor Smith thanked Milan Township for use of their picnic tables.

Motion by Shafer, seconded by Crosby, to approve the purchase of five laptops, six picnic tables and garbage receptacles. Roll Call: Rospert-Yes, Shafer-yes, Crosby-yes, Taylor-yes, Jenkins-yes.

Reginal Planning, Building Codes & Inspection - Zoning Inspector issued a permit for a swimming pool and answered questions regarding a deck.

Motion by Rospert, seconded by Taylor, to accept Mayor Smith’s recommendation to appoint Pam Grames to the open position on the Planning Commission. Roll Call: Taylor-yes, Shafer-yes, Crosby-yes, Jenkins-yes, Rospert-yes.

Motion by Jenkins, seconded by Crosby, to accept Jennifer Cooper’s letter of resignation from the Planning Commission. Roll Call: Crosby-yes, Jenkins-yes, Rospert-yes, Taylor-yes, Shafer-yes.

Motion by Taylor, seconded by Shafer, to appoint Andrew LaVine to the Board of Zoning Appeals. Roll call: Shafer-yes, Jenkins-yes, Rospert-yes, Taylor-yes, Crosby-yes.

Utilities - Water/Wastewater performed daily testing as required by the EPA, performed maintenance on equipment and auto dialers, read meters, completed OUPS Tickets and turned fire hydrant watch valves on Riley Road. They were called out on July 9th for a power outage, installed a three inch pump at Indian Acres lift station, had the water truck serviced at Maple City Automotive to replace front Calipers, brake pads, hoses and rotors.

Julie posted the cross connection pamphlet on the Village website and will put a message at the bottom of the utility bills to let customers know how to access the pamphlet. The cross connection pamphlet is a requirement from the EPA.

The Electric Department performed weekly substation check list and sprayed weeds at both locations, turned in scrap copper, installed cameras in Council Chambers, cleared brush from **Utilities Continued** - poles on Bank Street, Huron Street and Oak Street, install 3 new poles throughout the Village, scheduled two outages for electric changeover and pole replacement, assisted Monroeville on 3 occasions and Monroeville was billed accordingly. On July 9th Milan experienced a city wide outage due to an Ohio Edison line that feeds both substations. Rospert stated Tyson Metz kept in contact with Ohio Edison. Two residences called about flickering lights on Sleepy Hollow Road, both were found to be bad connections on the property owner side of service and re-lamped light fixtures at the Administrative Office and Street Barn.

Jenkins thought it was an appropriate time to look at electric rates and water rates in regards to HB163. There was discussion about scheduling a Utility Committee Meeting along with a Finance Meeting.

Civic Contacts - The Village was contacted by an area business regarding outdoor liquor sales, a request extending the hours until 10:00 PM, Chief Meister has no issues with this change. Rospert asked for a Motion to extend the outdoor sale of liquor from 9:00 PM to 10:00 PM. Motion by Jenkins, seconded by Shafer, to extend the outdoor liquor sales to 10:00 PM. Roll Call: Jenkins-yes, Rospert-yes, Taylor-yes, Shafer-yes, Crosby-yes.

Parks and Trees - a tree was damaged at 63 Huron Street during last summer Columbia Gas line project. The Village had Roes Tree Service take a look at the tree and determined the tree should be removed. Administrator Rospert contacted Columbia Gas and they will remove the tree. No response in regards to a replacement was given. Rospert will continue communication with Columbia Gas.

Records - Commission Next meeting is scheduled for December 2020.

Citizens Property Maintenance Commission - Pam Grames expressed interest in the open position on the Citizens Property Maintenance Commission. Mayor Smith asked for a motion to appoint Pam Grames to the Citizens Property Maintenance Commission. Motion by Shafer, seconded by Rospert, to appoint Pam Grames to the Citizens Property Maintenance Committee. Roll Call: Crosby-yes, Jenkins-yes, Rospert-yes, Taylor-yes, Shafer-yes.

Communications - Mayor Smith stated there was a miscommunication between himself and the Fiscal Officer regarding the work session. The next work session will be one hour before the next Council meeting.

There is still on open position on the Tree Commission.

UNFINISHED BUSINESS

Mayor Smith reminded council that when he took office he would give one half of his check to be split up between each full employee. After consulting with the Village Solicitor James Barney, one half of his pay check will go to employees. Mayor Smith will also reimburse the Village for the Solicitors time and stated that there will be no cost to the tax payers.

LEGISLATION

Ordinance - Next Number will be 775-07-20

Resolution - Next Number will be 607-07-20

CONSIDERATION WILL BE GIVEN TO TABLE THE ORDINANCE AMENDING THE RATES TO BE CHARGED FOR MUNICIPAL WATER SERVICES FURNISHED BY THE VILLAGE OF MILAN

Motion by Jenkins, seconded by Shafer, to table the Ordinance amending the rates to be charged for Municipal Water Services furnished by the Village of Milan. Roll Call: Shafer-yes, Jenkins-yes, Rospert-yes, Taylor-yes, Crosby-yes.

A RESOLUTION ESTABLISHING A BUDGET STABILIZATION FUND FOR THE VILLAGE OF MILAN

Motion by Jenkins, seconded by Crosby, to bring this ordinance to its second reading by title only. Roll Call: Crosby-yes, Jenkins-yes, Rospert-yes, Taylor-yes Shafer-yes.

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

ORD #775-06-20

Motion by Jenkins, seconded by Shafer, to suspend the rules. Roll call: Crosby-yes, Jenkins-yes, Rospert-yes, Taylor-yes, Shafer-yes.

Motion by Rospert, seconded by Crosby, to adopt in title only. Roll call: Jenkins-yes, Rospert-yes, Taylor-yes, Shafer-yes, Crosby-yes.

AN ORDINANCE AMENDING ORDINANCE 763-06-19 RELATIVE TO THE COMPENSATION OF THE VILLAGE EMPLOYEES TO INCREASE THE SALARY RANGE OF THE ZONING INSPECTOR AND DECLARING AN EMERGENCY

ORD #776-07-20

Motion by Rospert, seconded by Taylor, to suspend the rules. Roll call: Rospert-yes, Taylor-yes, Shafer-yes, Crosby-yes, Jenkins-yes.

Motion by Rospert, seconded by Crosby, to adopt by title only. Roll call: Shafer-yes, Crosby-yes, Jenkins-yes, Rospert-yes, Taylor-yes.

A RESOLUTION ESTABLISHING A COVID-19 RELIEF FUND FOR THE VILLAGE OF MILAN AND DECLARING AN EMERGENCY

RES #607-07-20

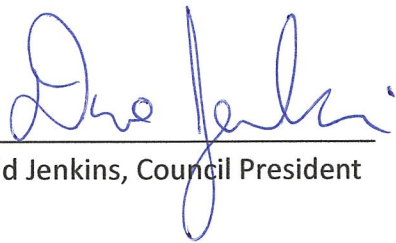
Motion by Crosby, seconded by Jenkins, to suspend the rules. Roll call: Taylor-yes, Shafer-yes, Crosby-yes, Jenkins-yes, Rospert-yes.

Motion by Jenkins, seconded by Crosby, to adopt by title only. Roll call: Crosby-yes, Jenkins-yes, Rospert-yes, Taylor-yes, Shafer-yes.

QUESTIONS FOR NEXT MEETING - None

ADJOURNMENT

Motion by Taylor, seconded by Rospert, to adjourn tonight's meeting. Roll Call: Crosby-yes, Jenkins-yes, Rospert-yes, Taylor-yes, Shafer-yes. Motion carried.



Handwritten signature of David Jenkins in blue ink, written over a horizontal line.

David Jenkins, Council President



Handwritten signature of Nancy Justice in blue ink, written over a horizontal line.

Nancy Justice