



Village of Milan

Regular Council Meeting

February 28, 2018

The February 28, 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 - absent, Rospert – yes, Smith - yes. Also present: Mayor Steven Rockwell, Fiscal Officer Scott Palmer, Administrator Brian Rospert, and attorney Jim Barney.

Motion by Rospert, seconded by Smith to excuse Maloney. Vote – all in favor, motion carried.

Motion by Barber, seconded by Crosby to approve the Minutes of the January 24, 2018 Council Meeting. Vote – all in favor, motion carried.

Motion by Barber, seconded by Rospert to approve the Council bills for the period of January 25th – February 23rd, 2018. Vote – all in favor, motion carried.

Motion by Barber, seconded by Smith to approve the Utility bills for the period of January 25th – February 23rd, 2018. Vote – all in favor, motion carried.

CITIZEN PARTICIPATION

Bill Harris past president of the Milan Melon Festival Committee introduced the newly incoming president, John Lewis. Bill stated that this year marks the 60th Anniversary of the Milan Melon Festival and that the Committee would like to get approval for a fireworks display to mark this anniversary.

Motion by Barber, seconded by Crosby to approve the Milan Melon Festival fireworks display pending the insurances, the Milan Police Chief and any other particulars that have to do with the fireworks. Roll call: Barber-Yes, Crosby-Yes, Jenkins-Yes, Rospert-Yes, Smith-Yes, motion carried.

John Lippus with United Way received a proclamation read by Mayor Rockwell, for the months of February and March 2018 to be United Way of Erie County "Give Where You Live" Campaign months.

Milan Garden Club members Gertie Buggele, Braley Heckelman Marsha Scott and Joan Wikel asked for approval to install a Blue Star Memorial Plaque in the Village Square.

Motion by Barber, seconded by Jenkins to approve the Blue Star Memorial Plaque be placed in the flag pole area in the Square and to designate that area as a Veterans Memorial area. Roll call: Barber-Yes, Crosby-Yes, Jenkins-Yes, Rospert-Yes, Smith-Yes, motion carried.

OLD BUSINESS

Streets, Sidewalks and Storm Sewers – noted that a second reading for Ordinance under Legislation later this evening to change the name of Shaw Mill Road just west of U.S. 250 (top of the hill) to Plank Road and Shaw Mill Road intersection, back to Old Plank Road.

Huron County Engineer notified the Village, Milan Village and Norwalk Township was awarded an Ohio Public Works Grant for Old State Road repaving.

Safety – A Scope meeting took place January 25th at 10:00 AM with ODOT District 3 along with Design Consultant Richland Engineering for the Safe Route to School project. Discussion was on the Agreement between the Village and Consultant for preparation of plan development of the Safe Routes to School improvement project. On February 16th the signed Agreement between both parties, ODOT to proceed with the Agreement and to develop the project schedule was submitted to ODOT District 3.

Finance - None

Regional Planning, Building Codes & Inspection –76 Edison Drive update there was a Case Management Conference held February 15th with Judge Tone, it was discussed about the remaining Property Maintenance issues still present and a time frame in which the property owner will have to be in compliance. 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 at 9:30 AM.

Update on 1 E. Front Street on the Notice of Violation and Property Maintenance Code. February 1, 2018 the Village Solicitor Jim Barney and Fiscal Officer Scott Palmer attended the Default Judgement Hearing for Attorney Fee's with Judge Binette. Judge Binette awarded the Village of Milan the amount of \$655.50 in Attorney Fees for the services rendered by the Village of Milan's previous Solicitor, Randy Strickler.

A Planning Commission meeting is scheduled for March 20th at 7:00 PM in the Council room. On the Agenda, will be the Design Review Language for the C-1 Business District. The Planning Commission will review and make recommendations to Council. The Planning Commission shall have not less than thirty days nor more than forty-five days to recommend to Council the approval, approval with some modification or denial of the proposed change.

Utilities – North Bay Construction completed the improvements at the Wastewater Treatment Plant. The completion date was extended to February 23rd due to an electrical feed to the pumps.

The Village Water Department continues to work with Erie County Water on the installation of a twelve inch water line to the existing six inch connection on the west side of U.S. 250 by Lockwood Road to the water tower. This project has been delayed due to weather and other water leaks in the counties water distribution system.

Work continues with Ohio RCAP on submitting the application to the EPA for the Asset Management Grant Funding and Loan. Under Legislation tonight there will have a Resolution to

apply for, accept and enter into a Water Supply Revolving Loan Account (WSRLA) Agreement for the accumulating and submission of an Asset Management Plan to the Ohio EPA; and designating a dedicated repayment source for the loan. This will need to pass this by Emergency Measures due to the timeliness of this application.

Work continues with NASA AND R.P.T.S Express for the transportation of the Orion Space Capsule through the Village. Presently, the Village is waiting on R.P.T.S. Express to sign the Memorandum of Understanding (MOU) to cover the costs associated with the project. Once the signed (MOU) is received the Village will sign the Master Professional Service Agreement with the GPD Group to begin the Engineering and Design plans.

Civic Contacts - None

Parks and Tree - None

Records Commission – The next scheduled meeting for the Records Commission is June 26, 2018, time to be determined.

NEW BUSINESS

Streets, Sidewalks and Storm Sewer – Over the past month the Street Department has been busy with picking up trash, performing general maintenance on the equipment, changing the oil and filters on the street sweeper, plowing, salting and repairing several areas that were damaged by snow plows. The turbo was replaced in the 2008 Sterling dump truck and a general maintenance service was performed on the truck. The total cost for the repairs and maintenance was \$8,679.35.

An additional 125 tons of road salt was purchased off of the 2018 Erie County Salt Contract at the beginning of February. There is 225 tons remaining off the current contract that runs through the end of this year.

Safety – Councilman Todd Barber read a memo on behalf of Chief Meister for the hiring of a part time officer. Motion by Barber, seconded by Smith to approve the hiring of Jeff Brown for the position of a part time officer at a starting rate of \$12.00 an hour and 1 year probationary period. Roll call: Barber-Yes, Crosby-Yes, Jenkins-Yes, Rospert-Yès, Smith-Yes, motion carried.

Village employees attended a Safety Meeting with the Huron County Safety Council on February 15th. The training topic was on Electrical Hazards in the Workplace.

Finance – Motion by Barber, seconded by Smith to increase Tim Heim's wage from \$18.40 to \$18.73. Vote – all in favor, motion carried.

Regional Planning, Building Codes & Inspection - Carla Rospert attended the Erie Regional Planning Commission meeting in Sandusky Ohio and spoke on the importance of the 2020 Census.

The Village of Milan has the opportunity to apply for a Downtown Revitalization funding for the C-1 Business District. Applications are due by June 15, 2018 and the Grant Awards will be announced on September 1, 2018. The Maximum Grant Award is \$300,000, \$30,000 of which

will be used for Administration of the Grant, 10% of the CDBG Funds invested in the Building Rehab can be used for inspection, spec writing and soft costs. If Council elects to move forward on the application there will be an informational business owners meeting to seek their input. Council will also have to pass a Resolution showing their support for this funding opportunity done in three readings in the months of March, April and May. The cost for the Application process through the consultant is roughly \$5,000 - \$7,000 that cannot be rolled back into the grant. A member of the Milan Township Trustee's stated he would unofficially be willing to take this to the other Milan Township Trustee's to see if they would be willing to participate and help share half the cost. The Milan Township Trustee's will meet next Wednesday evening.

Motion by Smith, seconded by Jenkins to proceed and hire a consultant up to \$7000.00. Roll call: Barber-Yes, Crosby-Yes, Jenkins-Yes, Rospert-Yes, Smith-Yes, motion carried.

Zoning – None

Utilities – Tyson Metz completed his Lineworker Certification Program in December of 2017 through the Northwest Lineman College. He still needs to complete his apprenticeship program by completing the on hands portion of this training.

The Electric Department repaired lighting at the Street Barn, assisted the Street Department with snow removal, replaced several street lights, removed equipment and tools from their old pick-up truck in anticipation of the new one, met with Frontier Communication to coordinate upcoming pole replacement for the NASA Orion Project, replaced several older electric meters at select residences, assisted at the WWTP where they troubleshot and repaired the current sensing monitor which failed on the motor controller's for the #1 and #2 digesters and installed new LED lights at the plant. The Electric Department also answered a call of half power to a house on South Main Street and repaired a faulty connection at the transformer near Winkle Road.

This past month the Water/Wastewater Department assisted North Bay Construction with the installation of the new pumps. Franklin Sanitation transferred sludge to Norwalk's Wastewater Treatment Plant and replaced the sump pump at the Wastewater Plant.

Dan Hipp and Brad Simon both completed the Ohio RCAP webinar on Utility Management for Local Officials.

Utility and Finance Meeting – Next scheduled meeting is March 15th at 5:30PM.

Civic Contacts – Mr. Don Gfell recently announced that Sculpture Allen Cottrill will be donating a seven foot scaled sculpture of Thomas Edison to Milan. Allen is the sculptor who sculpted the Thomas Edison Statue that now sits in Statuary Hall in Washington D.C. Don formed a committee to select a location on where this statue will be placed and enjoyed by many. The location for this statue will be in front of the Milan Town Hall. The anticipated dedication of the statue will be late spring or early summer.

Parks and Trees - None

Records Commission – None.

Citizens Property Maintenance Commission – None

Communications – The Village discontinue the part-time services with Christine Wright, cleaning person for the Village's Police Station and Administration offices. This decision was strictly based on cost saving efforts for the Village. Christine provided better than adequate cleaning services over her tenure. Julie Stelzer and Nancy Justice will perform this work in house during their regular hours of work.

Unfinished Business – None

Legislation

Ordinance – Next number will be 730-02-18

Resolution – Next number will be 596-02-18

A RESOLUTION AUTHORIZING ADMINISTRATOR OF THE VILLAGE OF MILAN TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA) AGREEMENT ON BEHALF OF THE VILLAGE OF MILAN FOR THE ACCUMULATION AND SUBMISSION OF AN ASSET MANAGEMENT PLAN TO THE OHIO ENVIROMENTAL PROTECTION AGENCY; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN AND DECLARING AN EMERGENCY

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

Motion by Barber, seconded by Smith, to adopt by title only as an emergency. Roll call: Barber-yes, Crosby-yes, Jenkins-yes, Rospert-yes, Smith-yes.

AN ORDINANCE CHANGING THE NAME OF SHAW MILL ROAD WEST OF STATE ROUTE 250 TO PLANK ROAD TO OLD PLANK ROAD IN THE VILLAGE OF MILAN, OHIO

Motion by Barber, seconded by Crosby, to bring this reading to its second reading by title only. Roll call: Barber-yes, Crosby-yes, Jenkins-yes, Rospert-yes, Smith-yes.

Executive Session

Motioned by Barber, seconded by Smith to enter into Executive Session to discuss possible or pending litigation. Roll call: Barber-yes, Crosby-yes, Jenkins-yes, Rospert-yes, Smith-yes.

Motioned by Barber, seconded by Crosby to close Executive Session and return to Regular Session. Roll call: Barber-yes, Crosby-yes, Jenkins-yes, Rospert-yes, Smith-yes.

Questions for Next Meeting

Adjournment

Motion by Barber, seconded by Crosby to adjourn tonight's meeting. All in favor, motion carried.



Steven Rockwell, Mayor



Scott Palmer, Fiscal Officer