



Village of Milan
Regular Council Meeting
January 22, 2020

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

Roll call: Barber – yes, Crosby - yes, Jenkins – yes, Rospert – yes, Shafer - yes.

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

2020 Council President Nomination and New Council Appointment

Motion by Barber, seconded by Rospert, to appoint Stefan Taylor to serve the vacated seat of Council for the unexpired term of December 31, 2021. Roll Call: Barber-yes, Crosby-yes, Jenkins-yes, Rospert-yes, Shafer-yes. Motion passes.

Mr. Taylor took his oath of office.

Motion by Rospert, seconded by Shafer, to nominate and elect Dave Jenkins as Council President for a term of one (1) year. Roll call: Barber-yes, Crosby-yes, Jenkins-abstain, Rospert-yes, Shafer-yes, Taylor-Yes. Motion passes.

2020 Committee’s and Board Appointments:

Motion by Rospert, seconded by Jenkins, to accept Robert Gliatta’s resignation from the Board of Zoning Appeals. Roll Call: Barber-yes, Crosby-yes, Jenkins-yes, Rospert-yes, Shafer-yes, Taylor-yes. Motion passes.

Motion by Jenkins, seconded by Shafer, to approve the recommendation of the Mayor Smith to appoint Dan Frederick to a (4) four-year term on the Board of Zoning Appeals. Roll Call: Barber-no, Crosby-yes, Jenkins-yes, Rospert-yes, Shafer-yes, Taylor-yes. Motion passes.

Motion by Rospert, seconded by Shafer, to approve the recommendation of Mayor Smith to appoint Larry Schell to a (4) four-year term on the Board of Zoning Appeals. Roll Call: Barber-no, Crosby-yes, Jenkins-yes, Rospert-yes, Shafer-yes, Taylor-yes. Motion passes.

Motion by Jenkins, seconded by Rospert, to approve the recommendation of Mayor Smith to appoint Joe Chicotel to serve the vacated seat of the Board of Zoning Appeals for the unexpired term of December 31, 2022. Roll Call: Barber-yes, Crosby-yes, Jenkins-yes, Rospert-yes, Shafer-yes, Taylor-yes. Motion passes.

Motion by Crosby, seconded by Rospert, to approve the recommendation of Mayor Smith to appoint Jennifer Cooper to a (6) six-year term on the Planning Commission. Roll Call: Barber-yes, Crosby-yes, Jenkins-yes, Rospert-yes, Shafer-yes, Taylor-yes. Motion passes.

Motion by Shafer, seconded by Barber, to approve the recommendation of Mayor Smith to appoint Jennifer Jackson to a (3) three-year term on the Tree Commission. Roll Call: Barber-yes, Crosby-yes, Jenkins-yes, Rospert-yes, Shafer-yes, Taylor-yes. Motion passes.

Motion by Jenkins, seconded by Shafer, to approve the recommendation of Mayor Smith to appoint Dan Frederick to a (3) three-year term on the Design Review Board. Roll Call: Barber-no, Crosby-yes, Jenkins-yes, Rospert-yes, Shafer-yes, Taylor-yes. Motion passes.

Motion by Rospert, seconded by Shafer, to approve the recommendation of Mayor Smith to appoint Larry Schell to a (3) three-year term on the Design Review Board. Roll Call: Barber-no, Crosby-yes, Jenkins-yes, Rospert-yes, Shafer-yes, Taylor-yes. Motion passes.

Motion by Barber, seconded by Shafer to approve the Minutes of the December 18, 2019 Council Meeting. Roll Call: Barber-no, Crosby-yes, Jenkins-yes, Rospert-yes, Shafer-yes, Taylor-yes. Motion passes.

Motion by Barber, seconded by Shafer to approve the Financial Report/Bank Reconciliation for the period Ending December 31, 2019. Roll Call: Barber-yes, Crosby-yes, Jenkins-yes, Rospert-yes, Shafer-yes, Taylor-yes. Motion passes.

Motion by Rospert, seconded by Barber to approve the Council bills for the period of December 19th – January 22nd. Roll Call: Barber-yes, Crosby-yes, Jenkins-yes, Rospert-yes, Shafer-yes, Taylor-yes. Motion passes.

Motion by Barber, seconded by Crosby to approve the Utility bills for the period of December 19th – January 22nd. Roll Call: Barber-yes, Crosby-yes, Jenkins-yes, Rospert-yes, Shafer-yes, Taylor-yes. Motion passes.

CITIZEN PARTICIPATION

None

OLD BUSINESS

Streets, Sidewalks and Storm Sewers – None

Safety – Work continues on the new requirements from the Bureau of Workers Compensation (BWC) and Public Employees Risk Reduction Program (PERRP). Administrator Rospert is working with the Erie County Health Department to arrange required physicals and shots.

Finance - None

Regional Planning, Building Codes & Inspection – Jim Barney gave an update on the Case Management Conference held on January 17th in the Common Pleas Court of Erie County which was attended by Mr. Barney and Administrator Rospert. The Judge was very pro-active in trying to reach a resolution. A decision was made to have a meeting at the site 180 Center Street with the Judge.

Mr. Barney also gave an update on the Case Management Conference that has been scheduled for February 13th for the Litteral Zoning appeal. This will be a telephone conference call. Solicitor Barney will give a report to council at the February Council meeting.

Mary Bruno refiled her case against the Village in the Erie County Common Pleas Court. The Village's attorney in this matter John Lachney moved it to Federal Court and it is currently pending.

Gregg Mehling began working as our Zoning Inspector on January 1, 2020 and is in the process of training.

Utilities – The logistics manager in charge of transporting the NASA Orion Space Craft contacted Administrator Rospert to communicate the tentative schedule to make its return trip through the Village. It is tentatively scheduled for the end of March 2020.

Work continues on the North Electrical Substation with the Criteria Engineer and BCU Electric on developing the design and the Guaranteed Maximum Price (GMP) for the project. An extension was granted due to additional information required on a refurbished transformer.

The completion date for the Wastewater Treatment Plant Phase III Project was revised to May 8, 2020 due to the delivery delay of the extruder from the manufacturer.

Civic Contacts and Historical Preservation – None

Parks and Tree – None

Records Commission – Recently a Public Records request was received for all structures that were built between 2005 through 2019. Julie Stelzer took the lead on this request and went through the Zoning files and copied over 1,400 pages to fulfill the request. Julie was commended for her hard work by Administrator Rospert and Mayor Smith.

NEW BUSINESS

Streets, Sidewalks and Storm Sewer – During the previous month the Street Department made necessary repairs on the equipment, updated the MSDS sheets, disposed of all unusable and outdated paint products, assisted the Electric Department with an outage and digging test holes at the North Sub-station, picked up brush and Christmas trees and chipped the material, and painted the Mayor’s Office which took several days. Mayor Smith mentioned the fantastic work Tim Heim did with painting his office.

Administrator Rospert and Tim Heim attended a Snow & Ice Seminar put on by Huron County Highway Department.

Safety – Village employees attended a Huron County Safety Council training on Elder Abuse and Fraud Scams.

Finance – Dave Jenkins the Finance Committee Chair discussed the past Finance Committee meeting that was held on January 14th. Dave was elected the Chairperson with Carla Rospert elected Secretary. There was much discussion regarding employee raises for 2020 with a unanimous decision by the committee to recommend to council to award the .5% raise for completing required training hours. The Committee also voted on awarding full time employees a 1.5% raise with Dave Jenkins and Pam Crosby voting yes and Carla Rospert voting against the increase. The committee will recommend to council to award the full-time employees a 1.5% raise. Comp Time was also discussed with Administrator Rospert recommending the carry-over reduced from 80 hours to 40 hours. A new ordinance will be presented to Council at the March Council meeting.

Motion by Rospert, seconded by Jenkins to award full time employees with a .5% wage increase for completing the required training hours. Carla Rospert wants to reevaluate how this training incentive works going forward. Roll Call: Barber-yes, Crosby-yes, Jenkins-yes, Rospert-yes, Shafer-yes, Taylor-yes. Motion passes.

Motion by Barber, seconded by Shafer to award full time employees with a 1.5% wage increase. Carla Rospert had concerns regarding the Village pay ranges, how the Administrator's wage was calculated and how it falls in our current wage range structure. Roll Call: Barber-yes, Crosby-yes, Jenkins-yes, Rospert-no, Shafer-yes, Taylor-yes. Motion passes.

Mayor Smith discussed how he has witnessed all the employees work, how hard they work, the hours they put in when needed for emergencies. He would like to take ½ of his \$8,000 salary for 2020 and distribute it evenly to all the full-time employees to show his appreciation for how hard they work. He would like this distributed as a lump sum payment.

Motion by Barber, seconded by Rospert to move \$4,000 from the Mayor's salary appropriation and distribute evenly to the other Full-Time salary line items. Roll Call: Barber-yes, Crosby-yes, Jenkins-yes, Rospert-yes, Shafer-yes, Taylor-yes. Motion passes.

Regional Planning, Building Codes & Inspection – The Village completed the 2020 Boundary and Annexation Survey Annual Response/Contact Update Form for the 2020 Census.

Utilities – The Water/Wastewater performed daily and weekly testing required by the EPA, performed general maintenance on equipment and auto dialers, updated the Village of Milan Contingency Plan, had Maple City Automotive perform brake maintenance on the work truck, cut brush at the WWTP, painted the air supply piping for the digesters, and had Franklin Sanitation haul the digester sludge to Norwalk WWTP.

The Electric Department inspected an electrical issue on Seminary Road where a resident was having intermittent power and made the necessary repairs, removed several branches off secondary and primary wires, removed a span of open three wire secondary on Pawnee Drive that was no longer needed, repaired a burnt switch section near the Electric Barn driveway by using a switch that was obtained from Monroeville at no cost to the Village, and removed all the Christmas lighting at the Village Square.

On December 30th the Village was hit with a wind storm. Two pine trees broke alongside the electric department driveway and hit the primary lines which feed south Main Street. A pole on Main Street was affected by this and caused it to lean unsafely into the roadway causing a safety hazard. This also caused an outage to all residents south of Broad Street while the necessary repairs were made. There was also damage during the storm on Pawnee Drive, a large branch fell on the primary and secondary lines. Temporary repairs were able to be completed to this location and power was restored. The Village is still waiting for Frontier Communications to replace the pole that was broken.

Civic Contacts – None

Parks and Trees – Roe Tree Service was contracted to remove a tree that lost a large limb during the storm on Pawnee Drive and several other areas where we had broken branches/limbs in the Village.

Records Commission – The next Records Commission meeting will be scheduled in June 2020

Citizens Property Maintenance Commission – None

Communications – None

UNFINISHED BUSINESS

Carla Rospert had issues with the new logo and everything that had to be changed. She was concerned with the cost involved with changing everything to the new logo. She was assured by everyone that the cost would be minimal. She preferred the old logo.

LEGISLATION

Ordinance – Next Number will be 771-01-20

Resolution - Next Number will be 604-01-20

A RESOLUTION APPOINTING THE VILLAGE OF MILAN FISCAL OFFICER AS THE DESIGNEE OF THE MEMBERS OF COUNCIL FOR THE PURPOSE OF THE PUBLIC RECORDS LAW

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

QUESTIONS FOR THE NEXT MEETING

Carla Rospert would like to schedule a Finance/Utility meeting next month.

ADJOURNMENT

Motion by Barber, seconded by Crosby to adjourn tonight's meeting. Roll call: Jenkins - yes, Rospert - yes, Smith – yes, Shafer - yes, Barber - yes, Crosby - yes. Motion carried.



Dave Jenkins, Council President



Scott Palmer, Fiscal Officer