



Village of Milan

Regular Council Meeting

September 25, 2019

The September 25, 2019 Regular Meeting was called to order with the Pledge of Allegiance by Mayor Richard Maloney.

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

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

Motion by Barber, seconded by Crosby to approve the Minutes of the August 28, 2019 Council Meeting. Vote – all in favor, motion carried.

Motion by Barber, seconded by Rospert to approve the Financial Report/Bank Reconciliation for the period Ending August 31, 2019. Vote – all in favor, motion carried.

Motion by Barber, seconded by Smith to approve the Council bills for the period of August 29th – September 25th. Vote – all in favor, motion carried.

Motion by Barber, seconded by Crosby to approve the Utility bills for the period of August 29th – September 25th. Vote – all in favor, motion carried.

CITIZEN PARTICIPATION

Zach Rospert spoke regarding The Piggyback Foundation Run to celebrate the life of Holly Sneider and will be held on November 9th. Mr. Rospert is asking for permission to put a sign for the event in the Village Square starting October 1st and to close Center Street from Church St. to Merry St. on November 9th beginning at 8:15am with the fun run/walk starting at 9:40am and run starting at 10:10am. Mr. Rospert met with Chief Meister to review all of the details of the run and will be contacting Officer Fox prior to the event.

Motion by Barber, seconded by Rospert, to hold The Piggyback Foundation Run on November 9th with the closing of Center St. between Church St. and Merry St. starting at 8:15am and to place a sign in the Village Square from October 1st thru November 9th.

Vote – all in favor, motion carried.

Linda Schenk addressed Council regarding truck traffic damaging her property located at 32 Lockwood Rd. She is fairly certain the trucks are from Johns Manville or the ODOT garage. She claims that she has made several complaints to the Village administration and police and was told that they would watch the area but other than that nothing could be done. She has also made phone calls to Johns Manville directly. She asked Council if there was anything that could be done to alleviate the problem. Chief Meister said that this is an ongoing problem and that he has also had issues with trucks damaging his property. He said they would continue their strict enforcement of issuing citations to commercial truck traffic on surface streets. He also said they could speak with Johns Manville and ODOT to see if they could ask the trucking companies they contract with to use the Rt. 250 entrance in the future. There is also a sign posted at the Johns Manville entrance stating that all commercial vehicles exiting must turn right which sends them to Rt. 250. Linda also mentioned the issue of vehicles speeding down Lockwood Road. Mayor Maloney finished the discussion saying he would discuss the issue with Chief Meister and have him visit Johns Manville, Tenneco, and ODOT. He will also have Chief Meister meet with the Safety Committee to have a discussion on the speeding on Lockwood Road.

Tina Ackerman and Marsha Scott addressed council regarding their written Comprehensive Beautification Plan and to seek approval from Council for Phase 2. Phase 2 will consist of putting a pole in the middle of the Square and having lights running from the outside perimeter to the pole. The plan is to have Phase 2 completed for this holiday season.

Motion by Smith, seconded by Crosby, to proceed with Phase 2 of the Comprehensive Beautification Plan. Vote – all in favor, motion carried.

OLD BUSINESS

Streets, Sidewalks and Storm Sewers – Administrator Rospert spoke with Dinkmar and was told there is a delay on the leaf machine due to delivery of parts by their vendor. The date of delivery has been delayed to the second week of October.

Safety – None

Finance - None

Regional Planning, Building Codes & Inspection – The Zoning Inspector and Administrator Rospert had several discussions with both parties regarding the driveway located at 30 Broad Street/180 Center Street. They also held a mitigation meeting with both parties. The owner of the driveway agreed to move the driveway so it would not cause a drainage problem for his neighbor and the work would be completed by September 25th. The owner of the driveway contacted Administrator Rospert and stated that he would not make any changes to the driveway due to another conflict with the neighbor. Per the zoning code the Village of Milan

will be taking the owner of the driveway to court. The information regarding this issue was forwarded to Solicitor Barney.

The Board of Zoning Appeals held a hearing on August 29th and upheld the appeal pertaining to the fence located at 103 S. Main Street and rescinded the original permit. The homeowners of the property submitted a variance application asking for two (2) variances. The first is a height variance from forty (40) inches to seventy-two (72) inches. The second is a front yard setback variance from thirty (30) feet to two and one half (2 ½) feet for the fence. The BZA will meet on October 1st at 6:30pm in the Council Chambers to vote on this variance.

Utilities – The Orion Space Capsule travel through the Village is expected to take place on November 8th. As this date approaches there will be a press release announcing the estimated time it will be traveling through the Village.

A meeting with BCU Electric and their third-party electrical design engineer was held on September 19th regarding the North Electrical Substation to discuss the scope of work for the project. The design for the project should be completed in 8 weeks with their submittal of Guaranteed Maximum Price (GMP) six weeks after the design completion.

Civic Contacts and Historical Preservation – The Milan Melon Festival was a huge success for the Village and the Melon Festival Committee did an outstanding job. Chief Meister stated that there were only a few minor problems with the public.

Parks and Tree – None

Records Commission – The next Records Commission Meeting will be held in December.

NEW BUSINESS

Streets, Sidewalks and Storm Sewer – The Street Department has been busy picking up trash, spraying weeds, trimming around guardrails, mowing, performing cleanup for the Melon Festival, and performing general maintenance on equipment. The first monthly brush pick-up was completed on September 9th.

May Painting, Inc. completed the painting and caulking of the administration building. Janotta & Herner began their portion of the work on September 18th which includes caulking joints between the brick and stone as required.

Safety – A Safety Committee meeting was held on September 10th. First item discussed was issues at the Melon Festival including dogs on festival grounds and the open carry of firearms. State law allows open carry in public spaces. The second item discussed; the police department has 4 part-time officers leaving due to full-time employment at other departments. Due to this shortage the full-time officers will have a problem using their vacation before the end of the year and are requesting to cash-out a portion of their vacation time. The third item discussed; promoting officer Blevins to Corporal with a \$.50 per hour raise.

Councilperson Barber read a letter by Police Chief Meister that due to losing 4 part-time police officers he is requesting to hire 2 new part-time police officers. The first is Shawn Craig who is currently the Kelleys Island Police Chief and would be helping through the winter months.

Motion by Barber, seconded by Jenkins to hire Shawn Craig as a part time police officer. Vote – all in favor, motion carried.

The second is Dillon Lewis who has completed 2 seasons with the Cedar Point Police Department and who is currently the Wayne Police Department.

Motion by Barber, seconded by Smith to hire Dillon Lewis as a part time police officer. Vote – all in favor, motion carried.

The part-time wage rate will be voted on during the finance discussion.

Chief Meister would like to schedule Trick-or Treat for the Village on October 31st during the hours of 5pm to 6pm, with a rain date of November 1st with the same hours.

Motion by Barber, seconded by Crosby, to schedule Trick-or Treat for the Village on October 31st during hours of 5pm to 6pm, with a rain date of November 1st with the same hours. Vote – all in favor, motion carried.

Finance – Fiscal Officer Palmer prepared and read a Finance Report ending on August 31st for Council which covered overall Fund cash position, interest earned, and the revenues and expenses for the general fund, water fund, sewer fund, and electric fund.

Councilperson Carla Rospert reviewed The Finance Committee meeting held a on September 19th at 3:30pm.

The first item on the agenda was a discussion by Chief Meister regarding police personnel. Four part-time officers have left, two new part-time officers have been hired and we are still down two needed officers. It was recommended to raise wages for part-time officers from \$12 to \$13 per hour. Motion by Rospert, seconded by Barber to raise part-time officer wages from \$12 to \$13 per hour. Vote – all in favor, motion carried.

The second item is that the three full time officers have vacation time coming but will not be able to use it due to the shortage of part-time officers. It was discussed to give cash for vacation time not used. One week for Chief Meister and half a week for Officer Fox and Blevins.

Motion by Rospert, seconded by Crosby to allow Chief Meister to cash-out one week of vacation time and allow officers Fox and Blevins to cash-out ½ week of vacation time. Vote – all in favor, motion carried.

The third item is to promote officer Jim Blevins to Corporal effective October 1st with a \$.50 per hour raise. Motion by Barber, seconded by Crosby to promote officer Jim Blevins to Corporal effective October 1st with a \$.50 per hour raise. Vote – all in favor, motion carried.

Mayor Maloney appointed officer Blevins to the position of Corporal.

The fourth item was the 2019 Street Program. The Sleepy Hollow road project was completed for \$49,635 by A.J. Riley. A recent estimate of \$25,165 was received from A. J. Riley for the Judson Street repairs from Lockwood to Main Street to Edison Drive and the intersection of Center Street, along with widening the roadway between Main and Center Street on the south side. The project to be completed by the end of the year. Motion by Rospert, seconded by Barber to complete the Judson Street project at a cost of \$25,165. Vote – all in favor, motion carried.

The fifth item was the Small-Town Incubator Project for the old Police station. Milan Township Trustee Jerry Nickoli discussed renovation costs and grants sought for the project. He was requesting that the Village pay for utilities for the new business. The committee agreed to put a cap of \$1000 on utilities the first year, \$500 the second year, and \$0 the third year. Milan Township Trustee Dan Frederick spoke briefly on the subject and thanked the Village for their ongoing support. Motion by Crosby, seconded by Smith for the Village to pay for utilities for the new business with a cap of to \$1000 on utilities the first year, \$500 the second year, and \$0 for the third year contingent on the Township receiving a grant for the project. Vote – all in favor, motion carried.

The sixth item discussed was water rates. Joseph Lawrie put together a percentage increase in rates for water usage. The committee did not agree to the increase as proposed and asked to go back to Mr. Lawrie and have him spread out the percentages so that the first-year increase is not as large. Once this is completed the finance committee will discuss again and make recommendations to the Council.

The seventh item was the tax budget with a resolution needed by the county to be brought up in legislation.

The eighth and final item discussed was employee health care benefits. Fiscal Officer Palmer will be working with the Ashley Group out of Sandusky to obtain quotes from several insurers. Once this is completed it will be discussed at the next Finance Committee meeting and a recommendation will be presented to Council.

Regional Planning, Building Codes & Inspection – A roof permit was issued to the Wine Post.

Utilities – The Water and Wastewater Department performed their daily and weekly sample testing per the EPA requirements and other operations at the Wastewater Treatment Plant.

Brad Simon attended a Backflow Prevention class the week of August 26th in Lagrange Ohio. He completed the course and passed all the required exams and hands on testing. This course was highly suggested by the EPA to have one of our operators certified in this area.

The Wastewater Treatment facility hired Milan Contractors to replace the air conditioning unit, blower fan, and hood at the main control building. R.A. Bores was hired to install a water meter and pit for the Street Barn (EPA requirement) and to replace the four inch bypass plug valve at the Lockwood Road Lift Station. The door for the bisulfite building was replaced going from a 32" door to a 36" door. Prep and paint work has been completed on the WWTP doors, decks, drive units on the clarifiers, steps to the trickling filters, and the holding tank for the emergency shower in the grit room.

Tim Heim was trained and certified at the WWTP to perform weekend chores and water sampling. He will be added to the weekend rotation for chores and emergencies in October.

The Electric Department completed the North Edison Drive storm repairs. All primary and secondary wiring is complete. Electrical components, boxes, etc. for the Melon Festival were set-up and removed after the festival. The support structure for the Indian Acres lift station was removed following the rerouting of the phone line for the auto dialer. All the wiring at the substation is now underground and updated.

A meeting with AMP was held on Friday, September 6th to go over the Village Power Supply. This was a very informational meeting where they updated us on our delivery of energy, installed capacity, and transmission costs. They also went over our power sources in our portfolio where we obtain 41.7% of our power from Prairie State, 26.9% from Erie County Landfill, 18.2% from Net Market, 7.1% from Joint Venture 5, 3.6% from AMP Hydro, and 3.6% from NYPA. The Village will review their Energy Savings Tool Kit for future energy savings to pass onto our customers. AMP gave the contact information to their Economic Developer Alexis Fitzsimons to assist with the Primetals property that recently went up for sale. Erie County Economic Developer Abbey Bemis has also been contacted regarding this closure and she is willing to assist to find a potential buyer for this property.

Civic Contacts – None

Parks and Trees – The Street Department replaced trees that were damaged during the July storm. A London Plane, a Locust and October Glory Maple in the Village Square and a Red Bud on Shawnee Drive.

Records Commission – None

Citizens Property Maintenance Commission – None

Communications – Julie Stelzer attended the Fall Mayor’s Court conference in Mohican on September 19th and 20th.

UNFINISHED BUSINESS

None

LEGISLATION

Ordinance – Next Number will be 765-09-19

Resolution - Next Number will be 601-09-19

A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR AND DECLARING AN EMERGENCY.

RES #601-09-19

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

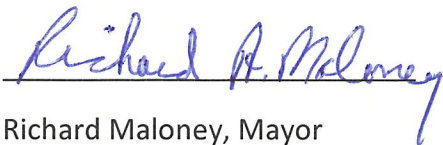
Motion by Barber, seconded by Shafer, to adopt by title only. Roll call: Rospert – yes, Smith - yes, Shafer – yes, Barber - yes, Crosby - yes, Jenkins – yes.

QUESTIONS FOR THE NEXT MEETING

Councilperson Rospert mentioned that it would be prudent to hold a Finance Committee meeting once a month. Fiscal Officer Palmer will work on setting up a schedule that is acceptable to all committee members.

ADJOURNMENT

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



Richard Maloney, Mayor



Scott Palmer, Fiscal Officer