

Village of Milan

Council Meeting

January 26, 2022

January 26, 2022 Council Meeting was called to order with the Pledge of Allegiance by Mayor Pam Crosby.

Roll call: Rospert – yes, Taylor – yes, Shafer – absent, McManus – yes, McIlrath – yes, Bickley – yes.

Motion by McIlrath, seconded by McManus, to excuse Nate Shafer from the meeting due to his duties in the military. Roll Call: Taylor – yes, McManus – yes, McIlrath – yes, Bickley – yes, Rospert – yes.

Mayor Crosby read her State of the Village of Milan Address. The State of the Village of Milan Address will be attached to the January 26, 2022 Council minutes.

Motion by Rospert, seconded by McIlrath, to approve the Minutes of the December 15th Regular Council Meeting. Roll Call: Bickley – yes, Taylor – yes, McManus – yes, McIlrath – yes, Rospert – yes.

Motion by McManus, seconded by Rospert, to approve the Minutes of the January 13th Council Work Session with the amended minutes that Bickley did not make the motion to Adjourn the session. Roll Call: McManus – yes, Bickley – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Motion by McIlrath, seconded by Bickley, to nominate and elect Carla Rospert for Council President, one-year term. Roll Call: McIlrath – yes, Taylor – yes, McManus – yes, Bickley – yes, Rospert – yes.

Mayor Crosby read over the 2022 Committee List. The following people are on the following Committees.

Streets, Sidewalk and Sewers: Tim McIlrath, Erin McManus and Nate Shafer.

Safety: Tim McIlrath, Erin McManus and Nate Shafer.

Finance: Mike Bickley, Carla Rospert and Stefan Taylor.

Regional Planning and Building Codes: Stefan Taylor, Stefan Taylor is also the Village's delegate to the Erie Regional Planning with Mayor Pam Crosby acting as alternate.

Erie County - Tax Incentive Review Council: Mayor Pam Crosby and Carla Rospert.

Utilities: Mike Bickley, Carla Rospert and Stefan Taylor.

Council's Civic Contacts and Historical: Mike Bickley, Erin McManus and Nate Shafer.

Parks and Trees: Tim McIlrath, Erin McManus and Carla Rospert.

Beautification Committee: Mayor Pam Crosby, Administrator Brian Rospert, Al Buggele, Marsha Scott and Ann Basilone-Jones.

Design Review Board: Mayor Pam Crosby, Fritz Berckmueller, Mike Bickley, Ann Basilone-Jones and Dan Frederick.

Erie County Council of Governments Rep (1 Yr. App't): Stefan Taylor (Delegate) and Tim McIlrath (Alternate).

The following people are on the following Commissions.

Planning Commission: This five member commission meets on an as needed basis. The current members include three (3) residents; Rob DeLand, Pam Grames and Jim Schoenegge along with the Mayor Pam Crosby and Council member Tim McIlrath.

Zoning Board of Appeals: Dan Frederick, John Batchelor, Joe Chicotel, Jeff Huber and Andrew LaVine.

Property Maintenance Board: Randy Glovinsky, Pam Grames and Nate Shafer along with Mayor Pam Crosby.

Tree Commission: David Berckmueller, Fritz Berckmueller, Martha Berckmueller and Brock Busdicker.

Jenkins Warehouse Commission: Mayor Pam Crosby, Mike Bickley, Ron Cull, Judy Horchler and Sparky Weilnau.

Records Commission: Fiscal Officer, Solicitor and Nancy Justice is the lifetime appointment.

Council President Rospert wanted to thank all the community members that stepped up and agreed to be part of all the different committees and commissions.

Motion by Bickley, seconded by McIlrath, to pass the Rules of Council as presented.

Roll Call: Taylor – yes, McManus – yes, Bickley – yes, Rospert – yes, McIlrath – yes.

CITIZEN PARTICIPATION

Chad Huhra with Southern Care Hospice spoke to Council about the Vietnam Veterans Day on March 29th and asked permission to put yellow ribbon on the 18 lamp posts around the square to honor the Vietnam Veterans.

Motion by Rospert, seconded by McIlrath, to approve Southern Care Hospice to put yellow ribbon on the 18 lamp posts around the square one week before beginning March 22nd through April 5th. Roll Call: Taylor – yes, McManus– yes, Bickley – yes, Rospert – yes, McIlrath – yes.

Jamie Stower spoke about a resident sidewalk that has not been fixed on Edison Drive. Administrator Rospert responded that he will make contact with this resident about his sidewalk and will put cones out until the sidewalk is fixed. Jamie Stower also asked why the Village clears resident sidewalks down Main Street on one side and back on the other side when on their way to clear Lockwood Park sidewalks and back. Stower feels this is not fair and it's discrimination to the rest of the village residents who have to clean their own. Administrator Rospert said this has always been done this way and also said that the Village also clears the business sidewalks around the square for safety reasons. Administrator Rospert asked Council how they would like the Village to proceed going forward. Council President Rospert also said that new sidewalks that were put in for the Safe Routes to School should be cleared and haven't. She said the Village does have an ordinance and read it "The owner, occupant or person having the care of any building or lot of land bordering on any street with graded or paved sidewalk shall, within twenty-four hours after a snowfall of two inches or more, cause the snow to be removed from the sidewalk. Application of this section shall extend to include snow or ice falling from any building. Whenever the sidewalk or any part thereof shall become encumbered with ice, the owner, occupant or person in control, shall, within twenty-four hours after its formation, cause the sidewalks to be made safe by removing the ice or sprinkling the sidewalk with salt or some other suitable substance. Council President Rospert says the Village has an ordinance and should enforce it. It was noted that the new sidewalks that were put in for the Safe Routes to School, those residents may not be aware of the responsibility that they have and that a notice should be sent to them. Administrator Rospert asked Council again how they would like the Village to proceed going forward as far as going to Lockwood Park to clear snow and around the businesses in the Square, Rospert said that this has always been done like this in past years and noted that this is the first complaint the Village has had. The Mayor told Jamie Stower that they will address the sidewalks and get back with him.

CITIZEN PARTICIPATION – cont.

Pam Crosby, on behalf of the Chamber of Commerce asked permission to use the square for the the 28th Annual Mid-Summer Antique Show July 9th and 10th with the show on Sunday July 10th from 8:00 AM – 4:00 PM. Like in the past, is also requesting the closing of Main Street and Bank Street at the Square for safety reasons. At the shows expense a police officer will be hired and insurance will be in place prior to the event.

Motion by Bickley, seconded by McIlrath, to allow the Chamber of Commerce use of the square for the 28th Annual Mid-Summer Antique Show July 9th and 10th with the show on Sunday July 10th from 8:00 AM – 4:00 PM. Roll Call: Rospert yes, Taylor – yes, McManus – yes, McIlrath – yes, Bickley – yes.

Mary Bruno asked Fiscal Officer if she does the minutes and she responded that Julie does them usually from the video. Mary Bruno asked for clarification in November or December, if Tyson needed a motion when he was taken off probation and said that Mr. Barney told her it did not. Mary said while looking through the Codified Ordinances in December she said “following the recommendation of permanent appointment, discharge or probation extension, the Mayor or Administrator depending on who the employee works for shall let Council know that they need to act on upon such recommendation at the next regular Council meeting and that it does state that all employees will be put on a six (6) month probation and taken off formally at a meeting.” Section 151.16. Also while looking through the Codified Ordinances Mary also found that there were two (2) Fire Call Ordinances, 151.16 and 151.23. Both Ordinances in the two sections are the same but said the 151.23 Ordinance, third part states that “any employee leaving for a fire call shall take vacation or comp time”. She asked Administrator Rospert if that was true you have to have vacation or comp time to go on a fire call, he responded that there is a policy to but does not have that in front of him. Council President Rospert told Mary that she also noted that there were two Ordinances and that it was on her list to look into. Mary asked if there is plans on looking for a Street Superintendent soon since it has been 10 months without one. Administrator Rospert replied that there is no plans at this time to hire a full time Superintendent. She also asked if all scheduled meetings for the Village are posted per the Attorney General Sunshine Law, 24 hours prior to meetings. Mayor Crosby replied yes. Mary Bruno then asked Administrator Rospert if he was hourly or salary as a full time Administrator and he replied hourly. Then she asked why, he replied it is in the Ordinance. Mary replied that was not what she was asking that the Ordinance came before he was full time Administrator. Mary asked why, because the Administrator has always been a salary position. When Administrator Rospert replied that it had not it went back and forth between the two.

CITIZEN PARTICIPATION – cont.

Council President Rospert broke in and said as President of Council and based on their Rules of Council, no person in our meetings, shall insult, taunt or challenge another and if this continues she will ask for a roll call of council to end public comment. Mary Bruno replied that she is just asking questions in which Council President replied that she was challenging the Administrator. Again, Bruno said she was merely asking questions when the solicitor stated she can ask questions, she doesn't have the right to have them answered in this public session. Bruno said that she had sent two emails a month ago and was still waiting to hear back, so she is simply asking questions.

OLD COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – None

Safety – Safe Routes to School Project, still waiting for the final close out meeting.

Finance – None

Regional Planning, Building Codes & Inspection – None

Utilities – The Electric Department continues to work on the Sleepy Hollow electrical upgrades and Phase II of the electric upgrades.

Buckeye Pumps will be in to rehab the lift station at Johns Manville.

Civic Contacts and Historical Preservation – The newly formed Jenkins Warehouse Commission held a meeting on January 14th to organize and create their 2022 Comprehensive Plan. They also met with John Feick to discuss his services to perform an engineering study on the building on January 20th.

Mayor Pam Crosby read the Jenkins Warehouse Commissions Comprehensive Plan for 2022. The Comprehensive Plan of the Commission is as follows. Has a goal to complete the outlines of the lease agreement with Erie Metro Parks and to complete the items in Exhibit A – complete an architect review including environmental concerns and FEMA considerations. The commission met with John Feick on Thursday January 20, 2022 to begin discussions to have him perform the architect review. Second, to repair the roof from leaking. Third, create a flow so falling logs can dry and do not continue to rot, stabilize the foundation of the building, create a donation form letter and fundraiser form and set up a utility account with the Village of Milan for the electric.

Motion by McManus, seconded by McIlrath, to accept the Jenkins Warehouse Commissions 2022 Comprehensive Plan. Roll Call: Rospert – yes, Taylor – yes, McManus– yes, McIlrath – yes, Bickley – yes.

OLD COMMITTEE BUSINESS – cont.

Parks and Trees – None

Records Commission – The next Records Commission will be held in June of 2022.

Citizen Property Maintenance - None

NEW COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – Councilperson McIlrath spoke about the sidewalk at the corner of Huron Street and Lockwood that tree roots impede the sidewalk and that a resident's son had fallen on it. Administrator Rospert said it was repaired three years ago and mentioned that the Silver Maple tree should come down and the sidewalk program is going to start back up this year and he could add that to their list.

Safety – Under legislation there is a Resolution sponsoring the Village of Milan's Project on Solar Radar Feedback signs. It is an opportunity to apply for funding through Erie County Regional Planning MPO and allows the Village to apply for abbreviated safety funding. The Village will be applying for this grant for Solar Powered Radar Feedback Signs to be located south of Chippewa Drive heading north and north of Old State Road. The certified estimated cost is being developed by Richland Engineering.

Councilperson McIlrath read a note from Chief Meister regarding part time Officer Derek Nelson. Officer Nelson has completed his probation period on January 29th and asks Council to approve Derek as a permanent part time officer, to include the standard fifty cent (.50) per hour probationary raise plus his merit raise of four percent (4%).

Officer Pofok completed his probationary period May 30, 2020 and his probationary raise was overlooked. Chief Meister asked Council to approve his status as a part time officer to include his fifty cent (.50) per hour probationary raise, retroactive to May 30, 2020 making him eligible for the 2022 merit raise of four percent (4%).

Motion by Rospert, seconded by McManus, to take Officer Derek Nelson off probation and make him a permanent part-time officer to include a fifty-cent per hour raise effective January 29, 2022. Roll call: Bickley – yes, Taylor – yes, McManus – yes, McIlrath – yes, Rospert – yes.

Motion by Bickley, seconded by McIlrath, to take Officer Robert Pofok off probation and make him a permanent part-time officer to include a fifty-cent per hour raise, retroactive to May 30, 2020. Roll call: McManus – yes, Bickley – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

NEW COMMITTEE BUSINESS – cont.

Finance – Fiscal Officer Cathy Ramey spoke on change to an Ordinance on two (2) budgeted transfers, that she will need Council’s approval. Added is the Jenkins Warehouse, making sure everyone knows that no Village funds are being spent out of there and she has to appropriate \$5000.00 for expenses and \$5000.00 for revenue, based on the plan of what they are going to start doing. In December there was a donation of \$5000.00, making a carryover in the fund. The budget needs to be set before anything can be started or paid for.

Fiscal Officer has closed the books the second week of January. Council was given December month to date, statement of cash and bank reports along with revenue and expense reports. They were also given the year end reports which are the same reports, everything was in balance and the year end was reset. A detail trial report was given, this report gives a lot more information on the full budget. Officer Ramey uses this report daily showing each line item see what is coming in, going out, staying within budget or going over and also to keep in budget with the county auditor.

Motion by Rospert, seconded by Taylor, to approve the Council Bills for the period of December 16th – January 26th. Roll Call: McManus – yes, Bickley – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Motion by McIlrath, seconded by McManus, to approve the Utility Bills for the period of December 16th – January 26th. Roll Call: McIlrath – yes, Taylor – yes, McManus – yes, Bickley – yes, Rospert – yes.

Motion by Bickley, seconded by Rospert, to approve the Financial Reports as presented for the month. Roll Call: Taylor – yes, McManus – yes, Bickley – yes, Rospert – yes, McIlrath – yes.

Regional Planning, Building Code, and Inspection – Motion by McIlrath, seconded by McManus, to accept Mayor Crosby’s recommendation to reappoint Andrew LaVine to the Board of Zoning Appeals to a term ending on December 31, 2025. Roll Call: McManus – yes, Bickley – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Utilities – Water Department replaced a meter pit on Seminary Road, maintenance equipment, updated the Asset Management and Contingency Plan for 2022 and worked with a surveying crew for Columbia Gas, locating water and sewer lines for a future gas line replacement project.

The Electric Department took down Christmas lighting, replaced several streetlights, set a new pole at 1918 Seminary Road, replaced the secondary service and met with the electrical engineer to discuss the next steps with Phase II of the electrical upgrades.

Ohio Edison replaced a pole behind the Electric Department that feeds the south substation.

NEW COMMITTEE BUSINESS – cont.

Civic Contacts and Historical Preservation – Motion by Taylor, seconded by McIlrath, to reappoint Ann Basilone Jones (member of the Milan Museum) to the Design Review Board Commission to a three (3) year term ending on December 31, 2024. Roll Call: McManus – yes, Taylor – yes, Rospert – yes, McIlrath – yes, Bickley – yes.

Parks and Trees – Motion by Rospert, seconded by McIlrath, to accept Mayor Crosby's recommendation to reappoint Martha Berckmueller to the Tree Commission to a three (3) year term ending on December 31, 2024. Roll Call: Rospert – yes, Taylor – yes, McManus – yes, McIlrath – yes, Bickley – yes.

Motion by Rospert, seconded by Taylor, to accept Mayor Crosby's recommendation to reappoint Fritz Berckmueller to the Tree Commission to a three (3) year term ending on December 31, 2024. Roll Call: Bickley – yes, Taylor – yes, McManus – yes, McIlrath – yes, Rospert – yes.

Records Commission – None

Citizen Property Maintenance – None

Communications – Administrator Rospert discussed the new Ohio Fireworks Law beginning July 1, 2022 unless limited by local laws, the following dates are when discharge of consumer fireworks is permissible under the safety conditions established in state and local law; New Year's Eve and Day, Chinese New Year, Cinco De Mayo, Memorial Day weekend, Juneteenth, July 3, 4, 5, and the weekends before and after, Labor Day Weekend, and Diwali. Administrator Rospert spoke to Police Chief Meister, and both concurred that they would support Village Council opting out of the law and prohibiting the dispensing of consumer grade fireworks. They feel that dispensing fireworks in our historic community could potentially cause significant damage to our older homes and businesses. Solicitor Barney will look into an Ordinance on this.

UNFINISHED BUSINESS

Motion by Rospert, seconded by Taylor, to allow Brian clothing allowance \$400.00 uniform stipend, retroactive to the time he became full time Administrator.

Roll Call: Rospert – yes, Taylor – yes, McManus – yes, McIlrath – yes, Bickley – yes.

Council will revisit the \$50.00 stipend to clothing allowance for embroidery once the figures for embroidery is presented.

Councilperson Taylor questioned Administrator Rospert to explain what the Village does as far as going down the sidewalks to plow snow at Lockwood Park. Council President Rospert asked what is going to be done as far as clearing the snow on the new Safe Routes to School sidewalks

UNFINISHED BUSINESS – cont.

Council decided the Village continue doing what has been done in the past going to Lockwood Park.

Council decided that the Safe Routes to School sidewalks will be the responsibility of the homeowner per the Village of Milan Ordinance.

Council President Rospert asked the Mayor, the work session from the 9th if they want to clarify any of the comments made by Mary Bruno. Councilperson Bickley said that Council has already made the decision, a couple times that they want a full time Administrator and they want the full time Administrator also supervising the Street Department so Council could eliminated a position they don't need and will not be going pulling it back up. Council President Rospert said looking back there was some question on the ordinance when they split the Administrator position saying, it clearly stated in section two (2) in the Ordinance, he shall be paid hourly and also entitled to overtime compensation. Council President Rospert said the question about Administrator Rospert being hourly and entitled to overtime, per the Ordinance that Council did, they made Brian hourly. Councilperson Bickley's thoughts were possibly a sexual discrimination by letting a guy work overtime and not a female, with a correction they are letting her work overtime just not paying her for overtime. Solicitor Jim Barney said the Administrator and Fiscal Officer are two different statutory created positions. Council can handle them however they want. He went on to say Brian's situation was unique and Council decided to make him hourly and overtime, perfectly fine doesn't matter what they did in 1927. Cathy is the same way, Council and Cathy agreed to pay her salary and if there was a discrimination happening Mary Bruno can't sue the Village because Cathy may be discriminated against. He goes on to say if, Cathy feels she is discriminated against because of her salary she would need to come to Council, he feels she has in a way because a change was made because Council did give her a bump in salary. Mayor Crosby asked Solicitor Barney about her questioning vacation for Cathy that she felt was illegal. Solicitor Barney said that Cathy asked him to write up an opinion letter on this which he is and said the Village if fine, she is an employee at will and the motion stated her terms of employment which is \$55,000.00 and to start out with two weeks of vacation. Council President Rospert said the two weeks' vacation were a stipulation she got those right away and Cathy said that was her understanding. Council President Rospert said that was clear in the minutes but Solicitor Barney said the minutes could have been written more exact but Council, Cathy and the Mayor all understood and it had been implemented so there is nothing wrong with it. Council President Rospert asked if it is statutory or by code they have to put the date they are hired, rate hired, how long for probation because looking back through previous minutes she does not see it consistently done, she just sees them here and there done. Mayor Crosby asked the Solicitor if after the 6 months someone comes off probation they have to make a motion at the next meeting? Solicitor Barney said since she pointed out 151.16 of our Codified Ordinances that says someone comes off

UNFINISHED BUSINESS – cont.

probation Council has to vote on it, so Solicitor Barney said he was wrong about that and apologized to Council said he represents approximately nine (9) villages most that have Codified Ordinances and he doesn't know each and every one and had she not ambushed him like she does everyone else when she asks a question then you would have a chance to figure this stuff out but it is what it says and he apologizes to Mary and apologize to Council for that answer but Council chose that but they are not required to do that. Administrator Rospert asked if they are required to do that and Solicitor Barney said by Ordinance 151.16 says at the conclusion of such probationary period, the Village Administrator or the Mayor, shall recommend to Council that the employee be permanently appointed, discharged or that the probationary period be extended. Administrator Rospert said then they will need to act on Tyson and Joe in which Barney agreed. Council President Rospert feels that once they are done with the other, they need to go through the Ordinances because there are so many Ordinances that they need to go through and say is this what we are doing, are we doing this and if not, either change it, get rid of it or repeal it or enforce it. She said they are not perfect but are working, we're trying hard as Council and this is the furthest that anybody has gotten in trying to clean things up a little bit. Mayor Crosby asked if they were wrong in doing that with her and she is threatening that she is going to take it somewhere else, Solicitor Barney said there is no way the discrimination thing she has no standing to do that. Solicitor Barney and Fiscal Officer Cathy spoke about an audit trail which the Village is fine there. Barney did say that the probation benefits the Village. Administrator Rospert said the motion from the meeting for Tyson and Joe was a motion to when they were hired for the position was after their 6 months' probation they got the dollar (\$1.00) an hour raise it was in the minutes but never officially taken them off. Council President Rospert said she noticed back in previous years minutes there were times, even one with Brian, it was not addressed so they went back retroactive so they are not perfect so they will make it right how they need to make it right. Solicitor Barney said they could make a motion to take Tyson and Joe off probation.

Administrator Rospert recommends to take Tyson Metz off probation.

Motion by Rospert, seconded by McManus, to take Tyson Metz off his probationary period and entitled him to his previously discussed decided upon hourly raise retroactive to his six (6) probation.

Roll Call: McManus – yes, Bickley – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Administrator Rospert recommends to take Joe Hamilton off probation.

Motion by McManus, seconded by Taylor, to take Joe Hamilton off his probation and to give him his raise retroactive to his six (6) probation anniversary of his employment.

Roll Call: Bickley – yes, McIlrath – yes, Rospert – yes, Taylor – yes, McManus – yes.

UNFINISHED BUSINESS – cont.

Council President Rospert had one more thing she wanted to have cleared up and that was the thousand dollar (\$1000.00). Council President Rospert said it was mentioned that they gave a thousand dollar (\$1000.00) hazard pay to all the full time employees in November 2020, then in February they gave another thousand (\$1000.00) and in January they gave another thousand (\$1000.00) and then in February they got their half percent (1/2%) for training. Council President Rospert said the hazard bonus they have originally done was actually revoked so the employees did not receive November 2020 thousand dollar (\$1000.00) hazard pay. That was rescinded at the December 2020 meeting, then in January of 2021 all employees were granted a one-time stipend and it was in lieu of raises. She went on to say the employees did not receive a cost of living raises in 2021, however, they did receive their half [percent (1/2%) training per the Ordinance and there were no raises in February so she was not sure where that came from. Fiscal Officer did say that it was passed and approved in January and paid out in February. In that year, all Village employees received a one thousand dollar (\$1000.00) stipend in lieu of raises and their half percent (1/2%) training raise. That is the clarification that Council President Rospert wants known. Council President Rospert said as far as answering emails she does not know answers to some of the things that are requested of Cathy. She doesn't pay out bills, look at time sheets and does not want to answer them if she does not know. Councilperson Bickley spoke that going forward if she has a question she wants to ask, they will listen to her question, they don't need to answer the questions right there and get into argument. Council President Rospert spoke to the Mayor on how beautiful her State of the Village Address was and it highlights all the good things that happened in the Village and they need to keep moving forward.

LEGISLATION

Ordinance – Next Number will be 817-01-22

Resolution – Next Number will be 621-01-22

AN ORDINANCE FOR CONSENT LEGISLATION BY AND BETWEEN THE VILLAGE OF MILAN, ERIE COUNTY AND THE DIRECTOR OF ODOT TO INSTALL GUARDRAIL UPGRADES AT SLM 11.75 (WEST WILLIAMS STREET) AND 11.88 (SR 0113) ON US ROUTE 0250 IN THE VILLAGE OF MILAN IN ERIE COUNTY

Motion by McIlrath, seconded by McManus, to suspend the rules.

Roll Call: Rospert – yes, Taylor – yes, McManus – yes, McIlrath – yes, Bickley – yes.

Motion by Bickley, seconded by Taylor, to adopt by title only as an emergency.

Roll Call: Bickley – yes, Taylor – yes, McManus – yes, McIlrath – yes, Rospert – yes.

LEGISLATION – cont.

AN ORDINANCE REGULATING AT LARGE CATS IN THE VILLAGE OF MILAN, OHIO

Motion by McManus, seconded by McIlrath, to bring this Ordinance to its first reading by title only. Roll Call: McManus – yes, Taylor – yes, Rospert – yes, McIlrath – yes, Bickley – yes.

AN ORDINANCE TO PROVIDE FOR ADDITIONAL APPROPRIATIONS FROM THE GENERAL FUND AND OTHER FUNDING SOURCES AND AN INCREASE IN ESTIMATED RESOURCES AND FURTHER APPROVING CASH TRANSFERS BETWEEN FUNDS, AND DECLARING AN EMERGENCY

Motion by McIlrath, seconded by Bickley, to suspend the rules.
Roll Call: McManus – yes, Bickley – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Motion by Rospert, seconded by Taylor, to adopt by title only as an emergency.
Roll Call: McIlrath – yes, Taylor – yes, McManus – yes, Bickley – yes, Rospert – yes.

A RESOLUTION SPONSORING THE VILLAGE OF MILAN’S PROJECT ON SOLAR RADAR FEEDBACK SIGNS AND DECLARING AN EMERGENCY

Motion by McIlrath, seconded by McManus, to suspend the rules.
Roll Call: McIlrath – yes, Taylor – yes, McManus – yes, Bickley – yes, Rospert – yes.


Motion by Taylor, seconded by McManus, to adopt by title only as an emergency.
Roll Call: Rospert – yes, Taylor – yes, McManus – yes, McIlrath – yes, Bickley – yes.

Questions for Next Meeting

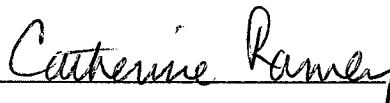
Council President Rospert would like to implement the five (5) minute Citizen Participation going forward at Council Meetings.

Adjournment

Motion by Taylor, seconded by McManus, to adjourn tonight’s meeting.
Roll Call: McManus – yes, Taylor – yes, Rospert – yes, McIlrath – yes, Bickley – no.



Carla Rospert, Council President



Catherine Ramey, Fiscal Officer

Mayor Pamela Crosby's
State of the Village Address 2022

Good evening, I am Mayor Pam Crosby I would like to open the Village of Milan Council Meeting with a State of the Village Address. I would like to say that it is an honor and a privilege for me to work with all the employees and Village Council members. We have a great working relationship amongst employees and communication is always open.

2021 again proved challenging. The COVID-19 Pandemic continues to plague the nation. We are shattering records for positive cases as the year came to a close, even with the rollout of vaccines and various treatments recently approved by the FDA. I am hopeful that 2022 will see the world getting a tighter grip on this virus.

Several of the highlights I want to share with you tonight are the following:

Zoning

- In 2021 our zoning department issued 17 zoning permits, 14 building permits and addressed 13 property maintenance complaints.

Street

- The Street Department continues to maintain the beauty and charm of our village by performing mowing of village grounds in the summer, picking up leaves in the fall and removal of snow and ice during the winter months. The Village plans to continue to serve our residents in 2022 with our brush and yard waste pickup starting in April and ending in October.

-This past summer the Safe Routes to School Infrastructure was started and completed. This grant was funded through ODOT with minimal monies provided by the Village to complete this approximate half a million-dollar project. Key impacts of this project include three quarters of a mile of sidewalk from Oak Street to Old State Road on the west side of Main Street. Crosswalk improvements on Main Street at the elementary school, crosswalk improvements near the library on Church Street and pedestrian walk signals at Church and Main Street intersection. In 2022 the Village looks to update their School Travel Plan to apply for additional safety funding.

- This past summer Erie Blacktop was in to repave Milan Manor subdivision and make emergency repairs on Main Street. A.J. Riley was in to repave Oak Street and Huron Street around the athletic field.
Installed 40 yards of double shredded safety mulch at Sleepy Hollow Park playground.
- Worked with the Milan Rotary to install two new Welcome to Milan signs on State Route 113 E and Main Street.

- Along with planting our Arbor Day tree, the Village departments assisted the Tree Commission on several days trimming our young trees along with trimming hazardous branches away from roadways and power lines.
- This spring we learned that we were recipients of a grant in the amount of \$15,000 to install an electric vehicle charging station through the Ohio EPA. The Street and Electric Department installed the foundation and electric for the unit. ChargePoint installed the unit and we had it up and running at the end of September. To date we have had over twenty electrical vehicles utilize the charging station.

Electric Department:

- The new 4160 kVa substation transformer was installed and energized this past fall at our North Substation off Riley Road. Our electric department is continuing with Phase II of this project by feeding our customers off this new transformer. At the end of 2021, they had a total of 6 customers operating off the new transformer. They plan to continue this Phase in 2022 where they expect to have both Phase II and III completed.
- They are continuing with the Sleepy Hollow upgrade project where they are moving all the secondary power to street side (out of backyards) where they only have eight more houses to change over, and this will close this project.
- Each year our electric department is responsible for installing all the electrical components for the Melon Festival and installation of the Christmas lighting for the square.
- Throughout the past year they replaced several utility poles that were rotting, damaged by insects and woodpeckers and performed the transfers over to the new poles

Water Wastewater

- Along with their normal daily, weekly and monthly Ohio EPA test requirements the Water and Wastewater Department keeps busy by maintaining the equipment at the Wastewater Plant on Riley Road and ensure that the water and sanitation distribution systems are maintained properly.
- This past year Village Council supported moving forward with Phase IV of the Wastewater Treatment Plant Upgrades where work was performed on the sludge drying beds. Shortridge Construction was hired to repair the eight-inch concrete block, underground drainage piping and three lifts of stone and sand. The project costs were \$44,800.00 and was paid for out of the Capital Improvement Fund.
- Village Council also supported the replacement of a fire hydrant at Church and Front Street. R.A. Bores was hired to perform this work in the amount of \$6,538.34 and was paid for out of the Capital Improvement Fund.

- The Wastewater Department and Village Council were proactive in purchasing six replacement pumps for the Wastewater Plant and lift stations. The lead time to receive these pumps grew from 4-6 weeks to 8-12 weeks due to the nationwide shortage on equipment. The pumps are to be delivered in early 2022 and will serve as backup pumps for the system. These pumps were purchased out of the Sewer Replacement Fund.
- In early 2022, Buckeye Pumps will be in to renovate the Lockwood Lift Station. This lift station serves residential homes on Lockwood Road along with Johns Manville. The cost of this project is \$25,841.00 and will be paid for out of the Sewer Replacement Fund.
- This past summer the Wastewater Department pressured washed, and concrete sealed the Trickle Filter Towers at the Wastewater Plant. These structures are over twenty foot tall and were built in the early 1980's. By doing this preventative maintenance, it will extend the life of the structures, all work was done in house.
- In 2022 the Village will replace the N. Edison Drive water line. The Village was awarded a grant through the Ohio Department of Development Water and Wastewater Infrastructure in the amount of \$38,938.00 to perform a total estimated project cost of \$39,643.00. This project will affect 22 homes on Riley Road along with the Wastewater Treatment Plant.

Police Department

- The Police Department continues to emphasis on training for Officers. All officers received updated training and certification on First Aid and CPR. Ohio Peace Officer Training Academy, has mandated 24 hours of training for all peace officers in 2022. Chief Meister, Sergeant Fox and Corporal Blevins continue to take additional classes to better the department.
- The Community was able to move forward with both the Antique and Melon Festival and there were no issues on the police department side.
- Complaints were up in 2021 at 128 compared to 89 in 2020.
- The Police Department responded to a variety of calls such as domestic disturbances, telecommunications harassment, residential and commercial alarms, theft, criminal mischief, and sex crimes.
- One of the details that the Police Department does that most are unaware of is that they check business doors to make sure they are secure. In 2021 they found 29 open/unlocked doors compared to 15 in 2020.
- Criminal arrests, traffic citations, traffic crashes and written warning were up in 2021.
- Mayors Court revenues were up slightly in 2021 compared to 2020. The department does not look to traffic enforcement as a source of revenue for the village, but rather uses it as a tool to correct driving behavior.

- The department purchased a new 2021 Chevy Tahoe PPV and was placed into service in September. The 2016 Ford was sold on GovDeals for \$16,300.
- One unexpected expense for 2022 was a large increase in County dispatch services, where we are now paying \$5,000 annually.
- The department continues to participate in the Ohio Collaborative initiative. This was established in 2015 as a way to set forth uniform policies and procedures.

Finance

- Council Approval to upgrade the antiquated and outdated accounting software for the Village of Milan. The software being utilized now was purchased in 2008 and as of 2021 has limited capabilities in today's accounting world. By upgrading the accounting software not only will this help to streamline all current accounting procedures it will include additional processes necessary for the daily operations of all departments. In addition, this upgrade will provide the necessary advancements for real time access needed by all departments in the daily decision-making process. The upgrade as of this date should be completed and ready to utilize in Mid-June 2022.
- Begin the process of implementing Village of Milan in the Open Checkbook with the State Auditor's Office. This will provide an additional layer of transparency for all Milan residents through the open access to the financial and transactional data contained in the Village of Milan's accounting system. The Open Checkbook will hopefully be up and running for the month end of the first quarter.
- The Village has also purchased IPADS for the Village Council. Even with the cost of the iPads this small change will continue to reflect saving both monetary and time for the Village.
- In 2020 the Village council approved to set up the new Budget Stabilization Fund. With this new rainy day fund the Village can now continue to save dollars to help in stabilizing the Village Budget against any cyclical changes within the revenue and expense moving forward. As of 2022 the amount in this fund will be \$80,054.92.
- In addition, the 2022 year we have begun to gather the information necessary for the State Auditor's Office for the annual Hinkle Financial Report for year 2021, and the State Auditor's Office will be conducting 2020/2021 Audit this year for the Village of Milan.

Historic Preservation

- Village Council continues to support our historic heritage where in 2021 they created the Jenkins Warehouse Commission in an effort to preserve this historic 1840's warehouse that is the last remaining structure of the Milan Canal Basin.
- It is always the intention of the Mayor and Council to apply for grants and we will continue to look for opportunities to better our village.

In closing I would like to offer a Special Thanks to Village Council, Administrator Brian Rospert, Fiscal Officer Cathy Ramey, Solicitor James Barney, Administrative Supervisor Julie Stelzer, Utility Clerk Nancy Justice, Electric Superintendent Tyson Metz, Electric Line worker Joe Hamilton, Water/Wastewater Superintendent Brad Simon, Water/Wastewater worker Dan Hipp, Street Department worker Tim Heim, Zoning Inspector Larry Fridrich, Magistrate Steve

Palmer, Police Chief Bob Meister, Sergeant Pat Fox, Corporal Jim Blevins, Utility Clerk/Records Retention Justina Demarchi and all the part-time officers who care about the beauty, and safety of our village.