



**Village of Milan  
Council Work Session Meeting  
October 13, 2022**

A work session for the Village of Milan Council was called to order by Mayor Pam Crosby on Thursday October 13, 2022 at 6:00 p.m. in the Council room at 11 S. Main Street, Milan, Ohio.

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

**New Business**

**Police Personnel** – Chief Meister spoke highly on Sergeant Pat Fox of his 22 years with the Milan Police Department and that Sergeant Fox has accepted the Chief’s position with the Greenwich Police Department. Milan Police Department will also be losing two part-time officers, one at the end of October and the other in November. Chief Meister request that Council approve a full-time officer to replace Sergeant Fox by November 1<sup>st</sup> and possibly a fourth full-time officer by the first of next year. Chief believes this will help with work better and be more engaged with the public since the part-time officer turnover is steadily increasing. Chief Meister has three internal candidates for the first full-time position and has interviewed two of the three so far. Chief Meister also asks Council to consider bumping up part-time officer wages from \$12.00 per hour to \$15.00 per hour in hopes in attracting qualified candidates. In addition, a fourth full-time officer would decrease the need to cover shifts with part-time officers and staff would be better trained. Councilperson Bickley agreed that this should be looked into, while Council President Rospert asked if the budget could handle the new full-time officers and pay increases. Fiscal Officer Ramey doesn’t see an issue but will put together an excel spreadsheet for Council to review and make their decision. Council President would like to look at the schedule prior to the hiring of the fourth full-time officer. Chief Meister also request that Corporal Blevins be promoted to Sergeant, filling Sergeant Fox’s open position.

Discussion to hire a part-time records clerk at 25 hours a week was also discussed especially if Justina leaves, with record requests coming in it is overwhelming. Solicitor Barney suggested hiring a full-time, part-time for records and part-time for assistant to the Fiscal Officer.

**Capital Assets** – Administrator Rospert discussed the replacement of the Street Department 2008 Sterling Dump Truck. The Village bought this truck in 2015 from Milan Township and was hoping to have it five years but instead have had it for 7 years. Since last year put \$10,000.00 into a new chassis and springs was notified then by American Diesel, the Village may get two

more years out of it. Since this is the second year, Administrator Rospert is looking into different options. Administrator Rospert gave three Chassis estimates for Council to review between diesel and gas pricing. Council also received two estimates for the box, hydraulics, plow and safety light package. Administrator Rospert suggested to put the estimated 2023 budget amount at \$135,000.00 for chassis, box, hydraulics, plow and safety light package. Administrator Rospert will put a bid spec together.

To date the unencumbered balance is \$115,000.00 in Capital Improvement line item and \$487,484.16 in Capital Improvement overall fund, which includes \$115,000.00 line item.

Water/Wastewater 2012 F-350 Utility Truck is rusting out, estimated pricing was given to Council to review. Administrator Rospert suggested to put the estimated 2023 budget amount at \$57,000.00. Administrator Rospert would like to make a motion for the next Council meeting to replace this truck since there is a small window to order this truck. Fiscal Officer noted that in selling the 2012 F-350 Utility Truck the proceeds of the sale will go back into the funds it was paid out of.

To date Sewer Capital & Replacement Fund balance is \$102,841.51 and Water Capital & Replacement Fund balance is \$88,419.50.

The Electric secondary truck, the 1999 Chevy Bucket Truck needs replaced as well. This truck has been leaking hydraulic oil which is a safety issue. This truck was serviced and although it passed the rating test it was noted that it won't probably continue to pass. They will get it in to have the hydraulics fixed and the truck bed is rusted also. Administrator Rospert presented Council with two estimates, both estimates are listed effective November 1, 2022 on the State Contract. Administrator Rospert requests Council to give him permission to look into moving forward on these trucks.

To date the Electric Capital & Replacement Fund balance is \$445,632.76 and \$307,501.28 in Renewable Energy Credit from Erie County Landfill Generations. This credit is being spread out over a six (6) month period in the amount of \$51,250.21 and if Council elects, they could use some of these funds used to pay for power.

**Fiscal** – Fiscal Officer Ramey noted that she may not have financials ready this month due to the conversion from EGov to VIP system. She wants the old and new system bank reconciliation done with both systems and if that is the case she will have them next month. Officer Ramey is trying to get employees live on the PO system and has completed the updates on the vacations and sick based on the new changes. The system will now by hours and biweekly add sick time. Sick time is now caught up from 120 hours a year to 130 hours a year. Vacation is now set up based on existing files how many weeks of vacation an employee gets and that then has been prorated. All vacation is now caught up to date and will be given going forward, biweekly. Fiscal Officer request that Council make a motion to suspend the rules on vacation carryover due to the carryover rule or give employees the option to have the Village buy back the employee vacation time.

**Work Sessions** – Administrator Rospert asked if Council wants to continue to have work sessions and if so, do they want to review Ordinances? Members of Council agreed to have Administrator Rospert and Solicitor Barney review the Ordinances and if they notice possible changes needed to notify Council.

**Tree Issue** – Administrator Rospert alerted Council to a complaint he received from resident Jim Rice at 309 S. Main Street. There is a large pine tree that impedes his vision when he is backing out of his driveway and he feels as though this is a safety issue.

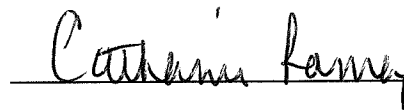
**Adjournment**

Motion by Taylor, seconded by Shafer, to adjourn tonight’s meeting.

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



Carla Rospert, Council President



Catherine Ramey, Fiscal Officer