



Village of Milan
Regular Council Meeting
October 5, 2022

The October 5, 2022, Regular Council Meeting was called to order with the Pledge of Allegiance by Mayor Pam Crosby.

Roll call: Rospert-here, Taylor-here, Shafer-here, McManus-here, McIlrath-here, Bickley-here.

Also present: Mayor Pam Crosby, Fiscal Officer Cathy Ramey, Administrator Brian Rospert, and Solicitor Jim Barney.

Mayor Crosby asked for a motion to approve the minutes from the August 24, 2022 Regular Council Meeting. Motion by Bickley, second by Rospert.

Roll Call: Bickley-yes, Taylor-yes, Shafer-yes, McManus-yes McIlrath-yes, Rospert-yes.

Mayor Crosby asked for a motion to approve the minutes from the September 7, 2022, Special Council Meeting minutes. Motion by Rospert, second by McManus.

Roll Call: Taylor-yes, Shafer-yes, McManus-yes, McIlrath-yes, Rospert-yes, Bickley-yes.

CITIZENS PARTICIPATION

Mayor Crosby discussed the Halloween Parade scheduled for October 30, 2022, Halloween Parade will start at 4:00 p.m.. Parade will start at the intersection of North Main Street and Front Street, travel down Main Street ending at the A-Field, with Trick or Treat following until 6:00 PM.

Administrator Rospert stated Chief Meister presented this idea due to the Melon Festival Parade cancellation. The Melon Festival Committee agreed to help with parade organization. Children in costume will stage at the north end of the Square, with parade participants staging on Front Street and N. Main Street. John Lewis will serve as the Grand Marshall.

Motion By Taylor, seconded by Shafer, to approve a Halloween Parade at 4:00 p.m. on October 30, 2022.

Roll Call: Shafer-yes, McManus-yes, McIlrath-yes, Rospert-yes, Bickley-yes, Taylor-yes.

Motion by McManus, seconded by Rospert to approve Trick-or-Treat beginning after parade and ending at 6:00 p.m.

Roll Call: McManus-yes, McIlrath-yes, Rospert-yes, Bickley-yes, Taylor-yes, Shafer-yes.

Don Gfell spoke on behalf of the Edison Birthplace Museum to allow banners to be placed on electric poles, on Church Street, Edison Drive and Main Street in honor of Thomas Edison's 175th birthday and the 75th anniversary of the Edison Birthplace Museum. The Edison Birthplace Museum was opened in 1947 by Thomas Edison's wife and daughter. The Edison Birthplace Museum will be hosting a community celebration on October 22, 2022, from 1:00 p.m. - 3:00 p.m. in the Township Town Hall.

Motion by McIlrath, seconded by McManus to approve Edison Birthplace Museum the installation of 12 - 20 banners on telephone poles on Church Street and Edison Drive in celebration of Thomas Edison's 175th birthday and the 75th anniversary of Edison Birthplace Museum. Roll Call: McIlrath-yes, Rospert-yes, Bickley-yes, Taylor-yes, Shafer-yes McManus-yes.

Zach Rospert spoke on behalf of the Holly Run which will be held this year on November 12, 2022, asking for permission to close Center Street, from Church Street to Merry Street during the hours of 8:00 a.m. - 12:00 p.m. Zach noted this is the 9th Holly Run. Motion by Taylor, seconded by Shafer to allow the Holly Run as presented. Roll Call: Bickley-yes, Taylor-yes, Shafer-yes, McManus-yes, McIlrath-yes, Rospert-abstained

Administrator Rospert read a message from Monica Klarer on behalf of the Milan Rotary Club, asking permission to install a sign on the square from October 14, 2022, through October 21, 2022 to bring awareness to World Polio. Motion by Rospert, seconded by McManus to approve the Milan Rotary Club request of a sign. Roll Call: Taylor-yes, Shafer-yes, McManus-yes, McIlrath-yes, Rospert-yes, Bickley-yes.

Officer Justina Demarchi was dispatched to a Milan Manor residence on August 28, 2022, for an unresponsive infant. Officer Demarchi was met by the mother holding her lifeless infant, it was determined the infant was choking. Officer Demarchi performed lifesaving first aid and was able to open the child's airway. EMS arrived and transferred the infant to a local hospital. Mayor Crosby presented Officer Demarchi with The Life Saving Award for her quick actions.

OLD BUSINESS

Streets, Safety, Storm Sewers:

Administrator Rospert reported Erie Blacktop completed this year's street projects which included repaving of Huron Street from Front Street to Bank Street, Williams Street from U.S. 250 to Huron Street, Audrey Lane from Main Street to Winkle Road and Perrin Road from Main Street to the Milan Township Limits.

Smith Paving completed this year's sidewalk projects in the Village, primarily in the Northeast quadrant of the Village. Work will continue on Edison Drive next year.

Safety

On September 14, 2022, Village Employees and Mayor Crosby attended AMP/OSHA Compliance Training this month's topic was Communications and Culture.

Administrator Rospert met with ODOT to discuss Radar Feedback Speed Limit signs for S. Main Street. ODOT will manage the project from managing the purchase order, to hiring a contractor to install signs. ODOT hopes to release the contract this fall, with installation of signs this year.

Finance-None

Regional Planning, Building Codes & Inspection:

On August 11, 2022 the Planning Commission met to discuss six (6) foot privacy fences on corner lot setbacks. Chapter 1185 Supplementary Regulations, Section 1185.04 Fences c (4). Also consider an amendment to Zoning Chapter 1177. Regarding Nonconforming Uses, Section 1177.02. Continuance of Existing Nonconformance, Alterations and offer recommendations. Administrator Rospert sent the proposed Ordinance changes to council members for viewing on the Google Drive.

Motion By Bickley, seconded by Taylor to approve the Planning Commission Recommendations.

Roll Call: Taylor-yes, Shafer-yes, McManus-yes, McIlrath-yes, Bickley-yes, Rospert-yes.

A public hearing is scheduled for Wednesday, November 9, 2022, at 6:00 PM. In the Council Chambers.

Councilperson Bickley inquired about empty homes in Milan that need repair, what is the plan as the Village held off on some of these homes due to Covid-19. Administrator Rospert advised the Zoning Inspector has sent letters to property owners.

Utilities

AMPO through Palmer Energy were able to secure a Gas Aggregation Program for the participating municipalities through Interstate Gas Supply, Inc. The contract calls for the utility billing cycles beginning in December 2022 through March of 2023, at a variable rate for utility billing cycles beginning April 2023 through November 2024 the default fixed price to customers shall be \$8.09/MCF (0.809 per CCF). Residents will receive an opt-out letter if they so choose to not be a part of this program. First Energy will be in to start their underground fiber project on Church Street over the next several weeks.

Columbia Gas is applying for their Street Opening Permits for their upgraded gas line project in the Village that is to start next year. The project will affect residents and streets on N. Main Street, Center Street, N. Edison Drive, Front Street east, Williams Street east, Wilcoxson Street east, and Church Street.

Civic Contacts

Councilperson Bickley updated Council on the Jenkin's Warehouse project, the lease states the building must be stabilized, there are four total items in the lease that must be completed by the end of the lease December 2022. At that time Erie Metro Parks will make a decision based on progress on whether to renew the lease. Some work is being done on the warehouse. The Village has help from the Milan Museum, Edison's Birthplace, Erie Metro Parks, and citizens with fundraising experience. The committee is looking for 2-3 citizens to join the committee. Bickley also thanked those citizens that have donated monetarily to this fund, as the total cost could cost between 1.3 to 2.6 million. The committee's commitment remains not to use Village funds, when the project is finished it will be self-sufficient. Mayor Crosby stated that three (3) grants have been applied for. The committee has received \$5000.00 from the Dorn Foundation, as is waiting to hear from the others.

Parks and Trees

Administrator Rospert stated no serious issues were reported during this year's Melon Festival.

Records Commission - None

Citizen Property Maintenance - None

NEW BUSINESS

Streets, Sidewalks and Storm Sewers

The Street Department, along with members of the Water and Electric Department, picked up brush, worked with the paving contractor on street and sidewalk projects, continued with mowing, spraying for weeds, set up for the Melon Festival and cleaned up the grounds after the festival.

Clark Equipment installed a new salt spreader on the Sterling Dump Truck.

Installed new crosswalk signs on Church Street and Main Street and installed new speed limit signs on Perrin Road.

2023 Erie County Salt Contract was awarded to Compass Minerals America, Inc. Last year's pricing on salt was \$45 per ton delivered. This year's contract is for \$56.15 per ton delivered an increase of \$11.15 per ton. There are still approximately 250 tons remaining on the current contract that we will order by the end of the year.

Administrator Rospert made note that he appreciated the teamwork of the employees regarding a project he wanted to have completed by Labor Day but was unable to, the painting of the railings on the newly renovated gazebo in the Village Square. Julie Stelzer led this project and reached out to employees from the departments, bought them breakfast and coffee and together they were able to have this project completed within 2 – 3 hours.

Safety

Erin McManus read Sergeant Pat Fox's resignation letter.

Motion by McManus, seconded by Shafer, to accept Sergeant Pat Fox's resignation letter, effective October 15, 2022.

Roll Call: Rospert-yes, Taylor-yes, Shafer-yes, McManus-yes, McIlrath-yes, Bickley-yes.

Finance

Council President Rospert reported on the Finance Committee meeting held on August 25, 2022. Council President Rospert stated that there is \$115,000 in unincumbered funds in the Capital Improvement Fund, this may be used for possible software updates, possibly a new vehicle. The Water Department will be needing a new truck soon, that funding will come from the Water/Sewer Capital Fund.

The approved Tax Budget has been and from the county. The Budget is on the agenda tonight for Council approval.

Carla Rospert asked the Fiscal Officer for a financial forecast. Fiscal Officer Ramey has begun working on this request.

Fiscal Officer Ramey gave the monthly fiscal report. The Bank Rec and Statement of Cash is in balance. The Fiscal Officer is now having Council President verify the bank balance and sign off, this will be done monthly. OPERS and Police and Fire Pensions were paid the first week of September 2022.

The Resolution for the approved tax Budget has been sent to the Erie County Auditor and approved by the Budget Commission for the Estimated Resources beginning January 1, 2023.

An update to appropriations, in estimated resources, as there will be donations received for the Jenkins Warehouse. Overtime in police will need to be increased, depending on when a new officer is hired. Increasing Other Operating Expenses, due to unexpected items.

Water Fund / Erie County Bill have been quite higher based on history, Brad Simon and the Fiscal Officer reviewed past usage, it was determined there was a leak. Water Fund may be lower than expected this year.

The Fiscal Officer went live with the new accounting system, she is in the process of balancing the old accounting system and getting everything in the new system, getting balanced for September.

Beginning in October 2022, the Fiscal Officer will begin her review of the budget, to look at the end 2022, and start looking at 2023.

Mayor Crosby asked for a motion to approve the Council Bills for the period of August 25, 2022 - September 28, 2022.

Motion by Rospert, seconded by McIlrath to approve Council Bills for the period of August 28th - September 28, 2022.

Roll Call: Shafer-yes, McManus-yes, Bickley-yes, McIlrath-yes, Rospert-yes, Taylor-yes.

Mayor Crosby asked for a motion to approve the Utility Bills for the period of August 25, 2022, through September 28, 2022

Motion by Bickley seconded by Taylor to approve the Utility Bills for the period of August 25, 2022 - September 28, 2022.

Roll Call: McIlrath-yes, Taylor-yes, Shafer-yes, McManus-yes, McIlrath-yes, Rospert-yes.

Mayor Crosby asked for a motion to Approve the Financial Reports as presented for the month

Motion by McManus, seconded by Rospert to approve the Financial Reports as presented for the month.

Roll Call: Taylor-yes, Shafer-yes, McManus-yes, Bickley-yes, Rospert-yes, McIlrath-yes.

Regional Planning, Building Codes & Inspection

The following permits have been issued, Zoning Permit for an accessory building at 4 Chippewa Drive, Zoning and Building Permit for front step replacement at 58 Cherry Street, Roof Permit at 9 N. Edison Drive, and a Zoning and Building Permit for front steps replacement at 305 S. Main Street.

There were several Property Maintenance letters sent.

There was a Board of Zoning Appeals Hearing scheduled for October 4th for an accessory building at 41 E. Front Street. The Variance Application was denied by the Board of Zoning Appeals.

Utilities

The Village was informed by Software Solutions that they cannot administer the previously passed Water Supply Cost Adjustment Ordinance, their system cannot calculate a negative number. There is an Ordinance to amend the rates to be charged for municipal water services eliminating a negative derivative possibly in the water rate adjustment factor calculation and declaring an emergency. We are asking for passage of this Ordinance as an emergency and to begin this process on December 1, 2022.

Software Solutions provided the Village a quote to enter Water Supply Cost Adjuster into the utility billing module in the amount of \$2,250.00.

The Village was informed by AMP that we have a credit of Renewable Energy Credits from our Erie County Landfill Generation. John Courtney recommended to spread this out over a six-month AMP billing period. Residents will see a lower Power Supply Cost Adjustment over this period.

The Electric Department installed a new electrical breaker in final clarifier #1 chamber. Scrapped and pressure washed the base of the water tower where it meets the concrete, used non-shrink grout to make repairs along the base and painted all areas that were repaired.

Set up and tore down all the water connections for the Melon Festival.

Ott Excavating was in to replace a fire hydrant at 10 Old State Road that was recently hit. This repair was paid for by the contractor whose employee hit it.

The Village contracted with Leak Seekers out of Bucyrus to locate a leak in our distribution system. They located the leak on Williams Street, R.A. Bores came in to make the repairs. This caused a significant water loss.

R.A. Bores was in to replace the water service line on S. Main Street, where a water leak was earlier this year.

The Electric Department trimmed trees in select areas of the distribution line, repaired street lighting, switched over the north side of the square businesses to the new 4160 transformer, set up the electrical equipment needed for the Melon Festival and removed all equipment after the festival. There was damage to an electrical panel, the Melon Festival Committee was invoiced for the repairs.

Due to an accident in the three hundred Block of S. Main Street the electricians performed a power transfer of the primary, secondary and transformer, over to the new pole. The motorist who hit the pole was invoiced for time and materials.

Civic Contacts & Historical Preservation

Erie County Geographical Information System for 2023-2028 Cost Share Agreement is prepared and will action to approve. There will be no increase in their annual fee.

Mayor Crosby asked for a motion to approve the Erie County Geographical Information System 2023-2028 Cost Share Agreement.

Motion by McManus, seconded by Bickley to approve the Erie County Geographical Information System 2023-2028 Cost Share Agreement.

Roll Call: Bickley-yes, Taylor-yes, Shafer-yes, McManus-yes, McIlrath-yes, Rospert-yes.

Parks and Trees

The Parks and Activities Commission was started in 2020 and was passed in December 2020, a Village resident is interested in participating. Information is on the Village social media sites, stating that there is openings and to submit letters of Interest by September 23rd. Three letters of interest have been received.

Mayor Crosby asked for a motion to appoint Craig Naufel to the Village of Milan Parks and Activities Commission to a one-year term.

Motion by McIlrath, seconded by McManus to appoint Craig Naufel to the Village of Milan Parks and Activities Commission to a one-year term.

Roll Call: McManus-yes, Bickley-yes, Rospert-yes, McIlrath-yes, Taylor-yes, Shafer-yes.

Mayor Crosby asked for a motion to appoint Tori Riddle to the Village of Milan Parks and Activities Commission to a three-year term.

Motion by Rospert, seconded by McIlrath to appoint Tori Riddle to the Village of Milan Parks and Activities Commission to a three-year term.

Roll Call: Bickley-yes, Taylor-yes, Shafer-yes, McManus-yes, McIlrath-yes, Rospert-yes.

Mayor Crosby asked for a motion to appoint Hailee Taylor to the Village of Milan Parks and Activities Commission to a three-year term.

Motion by McManus, seconded by Shafer to appoint Hailee Taylor to the Village of Milan Parks and Activities Commission to a three-year term.

Roll Call: McIlrath-yes, Taylor-abstained, Shafer-yes, McManus-yes, Bickley-yes, Rospert-yes.

Mayor Crosby asked for a motion to appoint Councilperson S. Taylor to the Village of Milan Parks and Activities Commission.

Motion by Rospert, to appoint Councilperson Taylor to the Village of Milan Parks and Activities Commission.

Roll Call: Shafer-yes, McManus-yes, Bickley-yes, McIlrath-yes, Rospert-yes Taylor-abstain.

Records Commission

James Barney stated the Commission meets in December, it was brought to the attention of the committee by Ms. Frederick there is a local Ordinance stating the Records Commission is to meet the second Tuesday of March and second Tuesday of September. Mr Barney thanked Ms. Frederick for bringing it to our attention, we will begin that in March 2023.

Citizens Property Maintenance-None

Communications

Julie Stelzer attended the Association of Mayor's Court Clerks of Ohio 2022 Fall Seminar in Cambridge, OH on September 21, 2022 - September 23, 2022.

Unfinished Business

Ordinance – Next Number will be 832-10-22

Resolution – Next Number will be 632-10-22

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.

Mayor Crosby asked for a Motion to provide for additional appropriations from the General Fund and other funding sources and estimated resources and further approving cash transfers between funds and declaring an emergency. Mayor Crosby asked for a motion to suspend the rules.

Motion by Bickley, seconded by Rospert to suspend the rules.

Roll Call: Taylor-yes, Shafer-yes, McManus-yes, Bickley-yes, Rospert-yes, McIlrath-yes.

Mayor Crosby asked for a motion to adopt by title only as an emergency.

Motion by Rospert, seconded by McIlrath to adopt by title only as an emergency.

Roll Call: Bickley-yes, Taylor-yes, Shafer-yes, McManus-yes, McIlrath-yes, Rospert-yes.

AN ORDINANCE AMENDING THE ZONING CODE OF THE VILLAGE OF MILAN REGARDING FENCES

Mayor Crosby asked for a motion to amend the zoning code of The Village of Milan regarding fences, and bring this Ordinance to it's third and final reading.

Motion by Shafer, seconded by McManus to bring this Ordinance to it's third and final reading

Roll Call: Rospert-yes, Taylor-yes, Shafer-yes, McManus-yes, McIlrath-yes, Bickley-yes.

Mayor Crosby asked for a motion to adopt by title only.

Motion by McIlrath, seconded by Taylor adopt by title only.

Roll Call: McManus-yes, Bickley-yes, Rospert-yes, McIlrath-yes. Taylor-yes, Shafer-yes.

AN ORDINANCE AMENDING THE ORDINANCE AMEMDING THE RATES TO BE CHARGED FOR MUNICIPAL WATER SERVICES FURNISHED BY THE VILLAGE OF MILAN BY ELIMINATING A NEGATIVE DERIVATICE POSSIBILITY IN THE WATER RATE ADJUSTMENT FACTOR CALCULATION AND DECLARING AN EMERGENCY

Mayor Crosby asked for a motion to suspend the rules.

Motion by Bickley, seconded by Rospert to suspend the rules.

Roll Call: Taylor-yes, Shafer-yes, McManus-yes, Bickley-yes, Rospert-yes, McIlrath-yes.

Mayor Crosby asked for a motion to adopt in title only as an emergency

Motion by McManus, seconded by Rospert to adopt in title only

Roll Call: Bickley-yes, Taylor-yes, Shafer-yes, McManus-yes, McIlrath-yes, Rospert-yes.

ORDINANCE INCREASING THE NUMBER OF MEMBERS ON THE VILLAGE OF MILAN JENKINS WAREHOUSE COMMISSION AND DECLARING AN EMERGENCY

Mayor Crosby asked for a motion to suspending the rules.

Motion by Shafer, seconded by Rospert to suspend the rules

Roll Call: Rospert-yes, Taylor-yes, Shafer-yes, McManus-yes, McIlrath-yes, Bickley-yes.

Mayor Crosby asked for a motion to adopt in title only as an emergency.

Motion by McIlrath, seconded by McManus to adopt by title only as an emergency.

Roll Call: McManus-yes, Bickley-yes, Rospert-yes, McIlrath-yes, Taylor-yes, Shafer-yes.

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

Mayor Crosby asked for a motion to suspend the rules.

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

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

Mayor Crosby asked for a motion to adopt by title only as an emergency.

Motion by Taylor, seconded by Rospert to adopt by title only.

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

Questions for next meeting

Next Council meeting October 26, 2022.

Council President Rospert stated that since Council has the Personnel Policy Handbook completed, she feels the Ordinances should be looked at next.

Councilperson Bickley asked if there was a general zoning book that Council could look at and make exceptions to fit the Village needs.

Adjournment

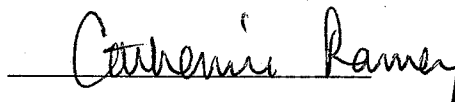
Mayor Crosby asked for a motion to adjourn the meeting

Motion by McIlrath, seconded by Taylor to adjourn tonight's meeting.

Roll Call: McManus-yes, Taylor-yes, Shafer-yes, Rospert-yes, McIlrath-yes, Bickley-yes.



Carla Rospert, Council President



Catherine Ramey, Fiscal Officer