

Village of Milan

Council Meeting

December 28, 2022

December 28, 2022 Council Meeting was called to order with the Pledge of Allegiance by Mayor Pam Crosby.

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

Motion by Rospert, seconded by McIlrath, to excuse Mike Bickley from tonight's Council meeting. Roll Call: Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes.

Also present – Mayor Pam Crosby, Administrator Brian Rospert, Fiscal Officer Catherine Ramey and Solicitor James Barney.

Mayor Crosby read a letter to her from Yawata City Mayor Fumiaki Horiguchi, congratulating her on her recent appointment as Mayor of the Village of Milan. Mayor Crosby shared with Council along with the letter, a glass manhole cover and stand as a congratulatory gift to her. Mayor Fumiaki Horiguchi's daughter, who is an animator designed the manhole cover that Yawata City has on their manholes to commemorate the 45th anniversary of their cities corporation.

Motion by McManus, seconded by Shafer, to approve the Minutes of the November 30th Regular Council Meeting. Roll Call: Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes.

Motion by Rospert, seconded by McIlrath, to approve the Minutes of the December 8th Work Session Minutes. Roll Call: Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes.

Motion by McManus, seconded by Rospert, to approve the Minutes of the December 8th Special Council Meeting Minutes. Roll Call: Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

CITIZEN PARTICIPATION – Erie Metro Parks Director, Amy Bowman-Moore spoke on the Jenkins Warehouse. Erie Metro Parks is waiting on a letter from the person who is to verify the stabilization of the building. Erie Metro Parks Board is still unsure with the liability of the building and still have no use for it. Since no grants were used for the Erie Metro Parks to buy the building, there would be no special hoops she would have to go through so they are asking if the Village would like to take ownership of it. Village Council was favorable with taking over this building. Conditions Director Bowman-Moore asked is that Erie Metro Parks have usage to the greenway parking lot and the building remain public.

CITIZEN PARTICIPATION – cont. – Jenkin Warehouse Committee member Judy Horchler made note, that trying for grants while leasing is difficult, but she did mention from private grants they were able to secure \$26,000.00 so far. The attorney for Erie Metro Parks and the Village of Milan Solicitor Barney will discuss the future of the Village of Milan ownership of the Jenkins Warehouse Building from Erie Metro Parks.

Mayor Crosby spoke on behalf of the Milan Chamber of Commerce asking for permission for the use of the Village Square for the Chambers 29th Annual Mid-Summer Antiques Fest.

Motion by Rospert, seconded by McIlrath, to approve the Village of Milan Chamber of Commerce the use of the Village Square for the Antique Show Saturday July 8, 2023 and July 9, 2023 with the potential closure of Main Street and Park Street on the Square and from 8:00 a.m. – 4:00 p.m. Roll Call: McManus – yes, McIlrath – yes, Rospert – yes, Taylor – yes, Shafer – yes.

James Tolbert from the Milan Library discussed the possible uses of the two properties recently purchased on Main Street, 16 S. Main Street and 20 S. Main Street. Mentioned was to attach front to back parking lot, green space/reading garden and an outbuilding to house the grant funded book mobile. On Sunday January 29, 2023 at 3:00 p.m. the library will have a Community Focus Group meeting to discuss any ideas the public would have for the properties as well.

OLD COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – 2022 Chevrolet 6500 Diesel Dump Truck was ordered at Valley Chevrolet of Wellington. The anticipated delivery date will be 16-18 weeks.

The Village of Milan received a \$2,500 Grant from the Erie County Solid Waste Management Districts Community Clean-up Grant.

Safety – Mayor Crosby and Village employees attended the AMP Safety/OSHA Compliance Training on December 14, 2022, the topic was Holiday Safety.

Motion by Taylor, seconded by McManus, for clarification purposes, to accept Chief Meister’s recommendation to increase the wages of all part-officers to \$15.00 per hour, retroactive back to November 1, 2022. Roll Call: McManus – yes, McIlrath – yes, Rospert – yes, Taylor – yes, Shafer – yes.

Finance – None

Regional Planning, Building Codes & Inspection – Jeff Stopar with Semro, Henry and Barga continues updating the Village of Milan Zoning Code.

OLD COMMITTEE BUSINESS – Safety cont.

Utilities – 2023 Chevrolet Silverado 3500HD was ordered through Foster Chevrolet in Sandusky. The anticipated delivery is 8-12 months from the order date. The 2023 Altec Model AT48M articulating and telescoping aerial device on a Ram 5500 diesel chassis was ordered for the Electric Department. The anticipated delivery is 80 weeks from the order date.

The emergency backup generator was installed at the Indian Acres Lift Station the week of December 12. Final installation completed sometime in January.

There has been another delay in receiving parts for the Influent Project at the Wastewater Treatment Plant, the timeframe for the contractor to come in is now January.

Working with Richland Engineering to complete the final design and bid package for the North Edison Drive Water Line Replacement Project, this project was made possible with funding provided by the Ohio Department of Development Water and Wastewater Infrastructure Program Grant Agreement. This project is on track to be put out for bid by February.

Civic Contacts and Historical Preservation – None

Parks and Trees – None

Records Commission – The Records Commission met on December 7, 2022, several items that were discussed are the following: resignation of Justina Demarchi, Records Commission will meet on the second Tuesday of March and the second Tuesday of September. Chief Bob Meister submitted the RC-3 for the Police Department for records to be destroyed. The Village of Milan’s Public Records Policy was added to the Employee Personnel Policy, under a newly created Chapter 12 and distributed to all employees.

Citizen Property Maintenance – None

NEW COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – New tires were put on the Administration Jeep Patriot.

Safety – Councilperson McManus read Officer Dan Gilles and Officer John Kubicki resignations letter.

Motion by McManus, seconded by Taylor, to accept the resignation of part-time officer Daniel Gilles from the Milan Police Department, effective December 18, 2022.

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

Motion by McManus, seconded by McIlrath, to accept the resignation of part-time officer John Kubicki from the Milan Police Department, effective January 22, 2023.

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

NEW COMMITTEE BUSINESS – cont.

Finance – Fiscal Officer Ramey added two changes to the 2022 Estimated Resources and Appropriations by adding the plow package for the Street Department new truck. Fiscal Officer Ramey said since there were savings in the General Fund there was no change to the budget. The other one added was the strobe lights, utility box and hitch for the Water/Wastewater Department, where Fiscal Officer Ramey will split this between the Sewer Capital Replacement Fund and Water Capital Replacement Fund.

Motion by Rospert, seconded by McIlrath, to approve the Council Bills for the period of December 1st – December 28th. Roll Call: Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Motion by Taylor, seconded by Shafer, to approve the Utility Bills for the period of December 1st – December 28th. Roll Call: McIlrath – yes, Taylor – yes, Shafer – yes, McManus – yes, Rospert – yes.

Motion by Rospert, seconded by McIlrath, to approve a 3% raise for all employees, effective January 1, 2023. Roll Call: McIlrath – yes, Taylor – yes, Shafer – yes, McManus – yes, Rospert – yes.

Council President Rospert suggested having a rate study done on salaries/positions to see where everyone is and if they are comparable and competitive with surrounding villages. Council President Rospert will bring in information from her job rate study.

Motion by Taylor, seconded by Rospert, to approve the Financial Record as presented. Roll Call: Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Regional Planning, Building Code, and Inspection – No permits were issued this past month. Zoning Inspector Fridrich is working with residents on inquiries with a fence addition and a sign.

Motion by McIlrath, seconded by Taylor, to increase Zoning Inspector Larry Fridrich annual salary by \$100 to \$2,600 per year, effective January 1, 2023. Roll Call: McIlrath – yes, Taylor – yes, Shafer – yes, McManus – yes, Rospert – yes.

Utilities – The Water/Wastewater began getting estimates to replace the generator at the Wastewater Treatment Plant and worked with Midwest Tank Management on a 10-year maintenance program for the water tower. R.A. Bores was in on the 15th to replace the fire hydrant on Perrin Road.

NEW COMMITTEE BUSINESS – cont.

This month's Power Supply Cost Adjuster (PSCA) is (0.028351) down from last month's PSCA which was at (0.014939). This lower PSCA is reflected from our Renewable Energy Credits sold through AMP and the Village elected to give back to customers for a six-month period, after Administrator Rospert spoke with John Courtney, it was determined that this credit would extend the Renewable Energy Credits sold through AMP an additional six-month period.

At the Work Session discussing took place on John Courtney Proposal to Provide Professional Services Relative to a Review of Village Sewer Rates. The last time a Sewer Rate Review was completed was 2017, these rates should be reviewed every five (5) years. If Council elects to move forward with this review, John would be able to begin this review in January 2023. John Courtney estimates the cost of providing the services set forth in the Proposal will be approximately \$6,000.00. Administrator Rospert recommends this review to Council.

Motion by McManus, seconded by Rospert, to approve the Proposal from Courtney & Associates to Provide Professional Services Relative to a Review of Milan's Sewer Rates, with an estimated cost amount of \$6,000.00. Roll Call: Rospert – yes, Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes.

Under Legislation an Ordinance to amend the rates to be charged for water. After receiving a letter from an attorney representing certain Milan Township residents challenging the outside water rates, Solicitor Barney and Administrator Rospert had a conversation with John Courtney to discuss the complaint. It was suggested to bring this back to Village Council to amend the rates to be charged to outside residents for water be dropped to 125% from the 200% currently charged. With this reduction, inside users will see a 10% increase in their water rates. With the new proposed rate for inside the Village, for the first 3,000 gallons of water at \$25.66 from \$23.33 previously and the overage per 1,000 gallons at \$8.56 per thousand from \$7.78 previously. The outside users new proposed rate for the first 3,000 gallons of water at \$32.08 from \$46.66 previously and the overage per 1,000 gallons at \$10.70 per thousand from \$15.56 previously. If this Emergency Legislation is passed, the new rate structure will go into effect with water bills rendered on February 1, 2023. Per the Ordinance there is another scheduled rate increase that will go into effect on September 1, 2023. Council President Rospert stated that she would prefer to do this Ordinance in three (3) readings and not pass as an emergency since the Ordinance they are changing has been in effect since 1989, she feels Council owes this to the Village residents that elected these current Council members to represent them. Solicitor Barney will make changes to the emergency Ordinance if Council would like to do three (3) readings and making it effective May 1, 2023.

NEW COMMITTEE BUSINESS – cont.

Civic Contacts and Historical Preservation – None

Parks and Trees – None

Records Commission – Next Records Commission Meeting will be held on March 14, 2023.

Citizen Property Maintenance – None

Communications – Motion by Shafer, seconded by Taylor, to amend the Rules of Council, with the following amendment change to Section I, (A) Regular Meetings – Council shall hold all regular meetings on the fourth Wednesday of each month and same shall begin promptly at 6:30 p.m. Roll Call: Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Discussion on possible TEAMS Streaming Services for streaming Village of Milan regular Council Meetings.

UNFINISHED BUSINESS

Administrator Rospert mentioned that employee evaluations were done.

Fiscal Officer also mentioned that three applicants have applied for the Records position.

LEGISLATION

Ordinance – Next Number will be 838-12-22

Resolution – Next Number will be 630-12-22

AN ORDINANCE AMENDING THE ZONING CODE OF THE VILLAGE OF MILAN REGARDING CORNER LOT FENCES AND ALTERATIONS OF NON-CONFORMING USES

Motion by McIlrath, seconded by McManus, to bring this Ordinance to its second reading by title only.

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

AN ORDINANCE AMENDING THE VILLAGE OF MILAN ZONING ORDINANCE TO REZONE PROPERTY LOCATED WITHIN THE VILLAGE

Motion by Rospert, seconded by McManus, to bring this Ordinance to its second reading by title only.

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

AN ORDINANCE OF MILAN, OHIO REPEALING MILAN CODIFIED ORDINANCE SECTION 925.20 AND MILAN ORDINANCE NUMBER 950-12-93 AND CLARIFYING THE USE OF UTILITY REPLACEMENT FUNDS

Motion by McIlrath, seconded by Rospert, to bring this Ordinance to its first reading by title only.

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

AN ORDINANCE REPEALING ORDINANCE 813-12-21 AND ENACTING THIS ORDINANCE RELATIVE TO THE COMPENSATION OF THE VILLAGE EMPLOYEES TO ADJUST THE COMPENSATION RANGE OF CERTAIN VILLAGE EMPLOYEES AND ADD RECORDS COORDINATOR POSITION TO THE WAGE ORDINANCE AND DECLARING AN EMERGENCY

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

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

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

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

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

Motion by McManus, seconded by Shafer, to adopt by title only as an Emergency.

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

AN ORDINANCE AMENDING THE RATES TO BE CHARGED FOR MUNICIPAL WATER SERVICES FURNISHED BY THE VILLAGE OF MILAN, OHIO REPEALING ALL ORDINANCES OR PARTS THEREOF INCONSISTENT HERewith

Motion by Rospert, seconded by McIlrath, to bring this Ordinance to its first reading by title only.

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

AN ORDINANCE TO MAKE PERMANENT APPROPRIATIONS FOR CALENDAR YEAR 2023 FOR THE VILLAGE OF MILAN, OHIO

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

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

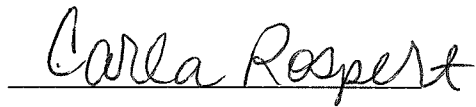
Questions for Next Meeting

Adjournment

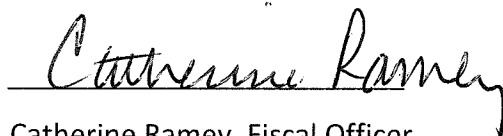
Motion by McManus, seconded by McIlrath, to adjourn tonight's meeting.

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

Mayor Crosby wished everyone a Happy and Safe New Year.



Carla Rospert, Council President



Catherine Ramey, Fiscal Officer