

Village of Milan

Council Meeting

February 22, 2023

February 22, 2023 Council Meeting was called to order with the Pledge of Allegiance by Mayor Pam Crosby.

Mayor Crosby thanked everyone for coming and to silence their cell phones.

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

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

Motion by Rospert, seconded by McIlrath, to approve the Minutes of the January 25th Regular Council Meeting. Roll Call: Bickley – yes, Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes.

Motion by Rospert, seconded by Bickley, to amend the December 8th Work Session Minutes, under Proposal to Review our Sewer Rates page 2 to state, This generator was put in when the plant was installed in 1985 not 1885. Roll Call: Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes, Bickley –yes.

Mayor Crosby noted that Council and the Administration have done their job in researching everything about water rates. The Village Solicitor and Administrator met with the Village consultant to discuss the letter received from Albers and Albers, who represents certain Milan Township residents and advised Council of their decision. The change to the Ordinance to reduce the outside rate from 200% to 125% is in its third reading tonight and with Council approval the new water rates will be in effect for the May Utility bills.

Mayor Crosby appreciates all the efforts Council, Administration, Village and Township residents have put forth and ask each person participating tonight to address Council and not members of the audience. Mayor Crosby also asked that in Citizens Participation to state your name.

CITIZEN PARTICIPATION – Mayor Crosby read the letter from Albers & Albers that was requested by Milan Township resident Darlene Walker.

CITIZEN PARTICIPATION – cont. – Mayor Crosby on behalf of Sheila Figaro, who resides on Jeffries Road in Milan, requested she would like to use the gazebo on either August 12th or August 19th for a quick wedding ceremony and will provide certificate of insurance upon approval.

Motion by Taylor, seconded by McManus, to approve the use of the gazebo on August 12th for a wedding ceremony with required insurance prior. Roll Call: Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes, Bickley – yes, Taylor – yes.

Milan Township resident Clarissa Burns discussed her concerns regarding outside water rates.

Mayor Crosby asked if anyone else wanted to speak, nobody else replied the meeting proceeded on.

OLD COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – Earlier this month the Village received word that they were awarded funding through the Community Development Block Grant for new sidewalks on the Village Square west side. The new sidewalks will replace the existing 3’ sidewalks with ADA compliant 5’ sidewalks and replace the curb on the west side as well. The CDBG funding will pay for \$45,000.00 of the estimated \$62,243.00 project, leaving the Village responsible for the remaining \$19,243.00. Under legislation tonight, an Ordinance to use Capital Improvement Funds to pay for the Village portion. There is also language in the Ordinance to use \$15,000.00 out of the Capital Improvement Fund to pay for our annual sidewalk program.

On February 17th Administrator Rospert and Street Department employee Tim Heim, went to Cenweld Corporation in Stow for a preconstruction meeting for the new snowplow build and everything is on track for delivery in April.

Safety – Mayor Crosby and Village employees attended the AMP Safety/OSHA Compliance Training on February 17th, topic was Safety is Stupid.

Finance – None

Regional Planning, Building Codes & Inspection – Jeff Stopar met with Administrator Rospert February 15th to review proposed changes to the Zoning Code. Jeff offered proposed changes to several areas of the code and is now reviewing the Village sign and property maintenance code. Administrator Rospert and Jeff Stopar plan to meet again in March to clean up a few of the areas. Once completed he will present this information to Council and the BZA.

Utilities – Emergency backup generator is installed and in operation at the Indian Acres Lift Station.

Still waiting to hear back from Buckeye Pump on a reschedule date for the Influent Project at the Wastewater Treatment Plant.

OLD COMMITTEE BUSINESS – cont.

Utilities cont. – Work continues 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. The project is on track to be out for bid in March.

Civic Contacts and Historical Preservation – None

Parks and Trees – Councilperson Taylor spoke on the Parks and Activities 2nd meeting. The meeting went well and their goal is on the first Monday after school is out possibly June 5th, plan to have a summer kickoff and invite food trucks to the square. Councilperson Taylor also made a set of cornhole boards that he considers having the art teacher at school have the students paint and then donate them to the Village to have them up in the square permanently, live music in the gazebo that same night and if all goes well, they are hoping to do this once a month all summer long. The idea of the ice rink on the square was also discussed and is not realistic for this year, space and leveling off the ground is an issue.

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

Citizen Property Maintenance – None

NEW COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – ODOT will be paving Main Street this spring and in anticipation of their work commencing the Village Street Department have several projects that need to be completed. Main Street, two catch basins need to be replaced as do several sections of curb. Administrator Rospert recommends hiring RMH Concrete to perform this work along with several other areas where catch basins need to be replaced in the amount of \$30,742.85. Administrator Rospert said that Permissive Tax will be used to pay for \$17,253.85 and Street Levy Tax to pay for the remaining \$13,489.00.

Motion by McIlrath, seconded by McManus, to hire RMH Concrete in the amount of \$30,742.85 to replace catch basins, curbs, and a concrete collar in select areas. Roll Call: Bickley – yes, Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes.

Safety – None

NEW COMMITTEE BUSINESS

Finance – Fiscal Officer Ramey is in balanced and mentioned expenses are down and revenue is up. Fiscal Officer Ramey will have two Ordinances later tonight.

NEW COMMITTEE BUSINESS – Finance cont. – Fiscal Officer spoke on the clothing allowance change that will take effect once Council approves. The change, the Village will no longer pay a vendor and all eligible employees will receive a one-time lump sum per year that will be a taxable benefit, per the IRS. The next change will be in longevity pay, which will now be paid in a one lump sum payment the first pay in November instead of each payroll as it is now.

Mayor Crosby thanked Fiscal Officer Ramey for all she does over and above.

Motion by Rospert, seconded by Taylor, to approve the Council Bills for the period of January 26th – February 22nd. Roll Call: Shafer – yes, McManus – yes, Bickley – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Motion by McManus, seconded by Shafer, to approve the Utility Bills for the period of January 26th – February 22nd. Roll Call: McIlrath – yes, Taylor – yes, Shafer – yes, McManus – yes, Bickley – yes, Rospert – yes.

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

Motion by Taylor, seconded by Rospert, to amend the Employee Personnel Policy Section 8.13 Uniform Allowance – Streets and Utilities to reflect the following amendment: The Village shall provide a clothing allowance, to include pants, shirts, jackets and footwear to each full-time employee working with the Streets and Parks Department, the Water and Sewer Department and Electrical Department of Four Hundred Dollars (\$400) per year. This payment shall be made to each eligible employee in a lump sum payment. Roll Call: McManus – yes, McIlrath – yes, Bickley – yes, Rospert – yes, Taylor – yes, Shafer – yes.

Motion by Bickley, seconded by McManus, to amend the Employee Personnel Policy Section 5.9 Longevity Pay to reflect the following amendment:

This payment shall be made to each eligible employee in a lump sum payment on the first payroll of November of each year. Roll Call: Rospert – yes, Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes, Bickley – yes.

Fiscal Officer mentioned that three applicants applied for the part-time Records Coordinator position. The first applicant landed a full-time position, so it was between two other applicants.

Motion McManus, seconded by Taylor, to hire Amanda Mesenburg as the Records Coordinator (Part-Time) in the amount of \$15.00 per hour, with an employment date of February 27th, up to 25 hours a week. Roll Call: Rospert – yes, Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes, Bickley – yes.

NEW COMMITTEE BUSINESS – cont.

Regional Planning, Building Code, and Inspection – The Zoning Inspector has been following up on Property Maintenance issues on Liberty Street and Bank Street, issued a zoning permit for a fence at 39 Lockwood, reviewing an accessory building application for 41 E. Front Street and is following up on several zoning inquiries.

Bob O’Dell, who resides in Milan Township, submitted a letter of interest to be considered for the open position on the Design Review Board. Bob works as a designer for Janotta and Herner Construction Company. Bob would serve as a member, who does not have to be a Village of Milan resident, with the necessary expertise to assist the board as a building contractor.

Motion by Bickley, seconded by McIlrath, to accept Mayor Crosby’s recommendation to appoint Bob O’Dell to the Design Review Board for a term ending December 31, 2025.

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

Utilities – The Water/Wastewater updated the Contingency Plan, Asset Management Plan and Safety Data Sheets.

On February 13th the EPA performed a Sanitary Survey of the water distribution system. They contracted with Milan Contractors to replace two backflow preventers and install a new water meter, which was a recommendation from the EPA to help with the water loss calculations.

While working with Ohio RCAP funding opportunities for the water tower maintenance projects, the Village was informed that they are not eligible for grants or principal forgiveness through the WRSLA and EPA. Ohio RCAP put together a Proforma, Financing Scenario and if the Village were to borrow \$363,125.00 over a 20-year term at 2.16% interest the Village’s annual payment would be \$22,552.00. Interest alone over this 20-year debt would be \$87,913.04. Heidi from Ohio RCAP informed the Village that by submitting a nomination letter will not bind the Village to a loan with the EPA. However, it will put the Village in a better position for funding in the future. The nomination is developed to give options for funding not to obligate funding. The obligation of funding is not done until Village Council approves the resolution, completes the loan application and OEPA/OWDA approves it. It is recommended to submit the nomination letter.

Under legislation tonight there is an Ordinance to expend not more than \$54,000 from the Capital Improvement Fund to pay for a THM Removal and Spray Aeration System for the water tower. Originally this project was estimated to cost \$47,620.00 however, informed by the EPA the Village needs to have this project engineered and submit plans. The additional cost for this requirement is estimated to be around \$6,000.00. This project was discussed at the last Work Session. Water Superintendent Brad Simon advised Council on the need to have this removal system in place. At the January Regular Meeting Administrator Rospert discussed with Council and asked to use the Capital Improvement Fund to pay for this new system. It is due to the

NEW COMMITTEE BUSINESS – Utilities cont.

urgency to have this system installed prior to the summer months when the THM testing shows higher results. Typically, Capital Improvement Funds are not used for utilities. However, with the Water Fund unable to make the purchase, a recommendation is being requested for the immediate preservation of the public safety and general welfare of the Village Water System.

Council President Rospert had a couple concerns one being the health risk and the other using the Capital Improvement Funds is funds brought in by R.I.T.A tax that Village Residents pay and she feels that all residents, Village and Milan Township residents should pay in to this since everyone is benefiting from it. Councilperson Bickley suggested the Village take the loan out from Capital Improvement Fund from one to two years with possible a 4% interest and make it billable to the water department since this system needs to be done. Council will have a special meeting to discuss this further and disregard the Ordinance that was on the agenda under Legislation later tonight.

Over the past month the Electric Department performed the following tasks:

The Electric Department worked with Great Lakes Electric at the new Indian Acres Lift Station generator. They assisted Greenwich Electric Department, under the AMP Mutual Aid Agreement, installing a pole and replacing primary wires due to a train derailment. Greenwich was invoiced for time and materials used.

Under legislation tonight there is a Resolution to authorize execution of a commitment letter relating to AMP Grant Application for the Smart Grid, using Edge Computing to build grid resiliency project. AMP is going after a Federal Grant for this project and for their Advanced Metering Infrastructure (AMI) Program which lays the foundation for municipals (regardless of size) to become a “Smart City”. The Resolution and commitment letter is non-binding to the Village, it just shows our support of AMP and their application.

Under Legislation tonight is the first reading of an Ordinance to amend the rates to be charged for the electric system and repealing any and all ordinances or parts thereof inconsistent herewith. The ONLY change to this Ordinance will be to include language for the new 4160 voltage phase to phase Wye.

Civic Contacts and Historical Preservation – Jenkins Warehouse Commission met February 14th to discuss hiring a surveyor to perform necessary requirements of the Metro Parks. They voted to hire Hartung Title from Huron to perform the survey in the amount of \$1,200.00. Hartung added this work to their schedules and plan to have it completed in three to four weeks.

NEW COMMITTEE BUSINESS – cont.

Parks and Trees – Two Village residents Trudy Riddle and Randy Rospert both residing on Edison Drive, submitted letters of interest to be considered for the two open positions on the Beautification Commission.

Motion by Taylor, seconded by Rospert, to accept Mayor Crosby’s recommendation to appoint Trudy Riddle to the Beautification Committee for a term ending December 31, 2025. Roll Call: Bickley – yes, Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes.

Motion by McIlrath, seconded by McManus, to accept Mayor Crosby’s recommendation to appoint Randy Rospert to the Beautification Committee for a term ending December 31, 2025. Roll Call: Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes, Rospert – abstain, Bickley – yes.

Administrator Rospert recommended that the Village continue with the Temporary Encroachment of the Public Right-of-Way for the purpose of the 2023 Sidewalk Dining/Outdoor Consumption Permit, effective April 1st through November 1st, 2023. This permit would be needed for businesses that want to put out tables, chairs, and fences.

Motion by McIlrath, seconded by Taylor, to approve the Temporary Encroachment of the Public Right-of-Way for the purpose of the 2023 Sidewalk Dining/Outdoor Consumption Permit, effective April 1st through November 1st, 2023. Roll Call: McManus – yes, McIlrath – yes, Bickley – yes, Rospert – yes, Taylor – yes, Shafer – yes.

Records Commission – None

Citizen Property Maintenance – None

Communications – Edison Local School District has put a Bond Issue on the May 2nd Primary Election.

UNFINISHED BUSINESS - None

LEGISLATION

Ordinance – Next Number will be 845-2-23

Resolution – Next Number will be 630-2-23

AN ORDINANCE OF THE VILLAGE 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 Bickley, seconded by Rospert, to bring this Ordinance to its third reading by title only. Roll Call: Shafer – yes, McManus – yes, McIlrath – yes, Bickley – yes, Rospert – yes, Taylor – yes.

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

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

AN ORDINANCE ADDRESSING THE EXTENSION OF UTILITIES OUTSIDE THE VILLAGE BOUNDARIES

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

AN ORDINANCE AUTHORIZING AND DIRECTING THE FISCAL OFFICER TO EXPEND NOT MORE THAN \$35,000.00 FROM THE CAPITAL IMPROVEMENT FUND TO PAY FOR THE VILLAGE OF MILAN SIDEWALK REPAIR PROGRAM AND DECLARING AN EMERGENCY

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

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

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

AN ORDINANCE AMENDING ORDINANCE 712-03-17 THE RATES TO BE CHARGED BY THE ELECTRIC SYSTEM OF THE VILLAGE OF MILAN, OHIO, AND REPEALING ANY AND ALL ORDINANCES OR PARTS THEREOF INCONSISTENT HERewith

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

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

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

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

A RESOLUTION TO AUTHORIZE EXECUTION OF A COMMITMENT LETTER RELATING TO AMERICAN MUNICIPAL POWER, INC.'S GRANT APPLICATION FOR THE SMART GRID: USING EDGE COMPUTING TO BUILD GRID RESILIENCY PROJECT AND DECLARING AN EMERGENCY

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

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

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

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

Questions for Next Meeting

Council President would like to have a Finance/Utility Meeting. Administrator Rospert will follow up on John Courtney to see when the Sewer Rate Study will be done. Fiscal Officer Ramey will look into a date and time.

Council President Rospert asked how many used the live stream for tonight's meeting and Administrator Rospert replied there were seventeen (17) attendees at 6:34 p.m., ten (10) at 6:36 p.m., fifteen (15) at 6:42 p.m., thirteen (13) at 6:47 p.m., and seventeen (17) at 6:55 p.m.

Administrator Rospert, Mayor Crosby and Council thanked the Village's IT person Ryan for attending tonight's meeting to help with the live stream in case of any issues since this is the first initial use of TEAMS.

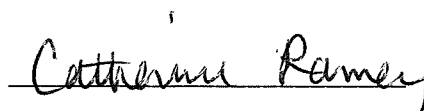
Adjournment

Motion by Taylor, seconded by Rospert, 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

