

Village of Milan

Council Meeting

May 24, 2023

May 24, 2023 Council Meeting was called to order with the Pledge of Allegiance by Mayor Pam Crosby.

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

Also present – Mayor Pam Crosby, Administrator Brian Rospert, Solicitor James Barney and Julie Stelzer.

Motion by Rospert, seconded by Taylor, to excuse Mike Bickley from tonight’s meeting.

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

Motion by McIlrath, seconded by Shafer, to excuse Erin McManus from tonight’s meeting.

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

Motion by Taylor, seconded by Shafer, to approve the Minutes of the April 26th Regular Council Meeting. Roll Call: Taylor – yes, Shafer – yes, McIlrath – yes, Rospert – yes.

Motion by Rospert, seconded by Shafer, to approve the Minutes of the May 11th Special Council Meeting. Roll Call: Taylor – yes, Shafer – yes, McIlrath – yes, Rospert – yes.

Motion by Shafer, seconded by McIlrath, to approve the Minutes of the May 11th Work Session Meeting. Roll Call: McIlrath – yes, Rospert – yes, Taylor – yes, Shafer – yes.

CITIZEN PARTICIPATION

Milan resident Mary Bruno discussed finances.

OLD COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – ODOT 601 Repaving Project, if ODOT approves of contractors mix design, they will begin the Tuesday after Memorial Day at State Route 113 heading South.

Safety – Mayor Crosby and Village employees attended the AMP Safety/OSHA Compliance Training on May 10th; the topic was Work Zone Safety.

OLD COMMITTEE BUSINESS – cont.

Safety cont. – Council requested Administrator Rospert check with Chief Meister on his recent recommendation to hire part-time officers Joe Davidson, John Chime Jr., and any previous new hires with less than six-months probationary period about probationary period raises. Chief Meister’s recommendation was to hire the officers at \$15.00 per hour and increase their wages to \$15.50 after their probationary period. However, Chief Meister is good at giving the employees a higher rate currently and not increasing their wages after the probationary period. Fiscal Officer Ramey would like to start this increase during the current pay period, starting on May 22nd.

Motion by Taylor, seconded by Shafer, to approve of Chief Meister’s recommendation to increase the probationary part-time police officers’ wages to \$15.50 per hour, effective May 22, 2023. Roll Call: McIlrath – yes, Taylor – yes, Shafer – yes, Rospert – yes.

Finance – None

Regional Planning, Building Codes & Inspection – Jeff Stopar continues to work on the Village of Milan Zoning Code review. A meeting will be scheduled for June 13th or June 14th.

Utilities – Buckeye Pump was in on May 8th for the Influent Project at the Wastewater Treatment Plant and completed the project on May 10th.

At the May 11th Work Session, Discussion took place on the North Edison Drive Water Line Replacement Project and to fund this project using the Capital Improvement Fund in the amount of \$67,055.60. Once the grant in the amount of \$38,983.00 from Ohio Department of Development is received, the Capital Improvement Fund will be reimbursed. A recommendation to accept the lowest bid from R.A. Bores in the amount of \$67,055.60 will be recommended at the next Council meeting.

Friday May 19th a bid opening was held to replace the backup generator at the Wastewater Treatment Plant. The project was made possible with using the American Recovery Act Funds. However, the Village did not receive any bids. The Administrator will have a meeting with the engineer to determine the next course of action to get bids for this project.

Civic Contacts and Historical Preservation – The Village has not heard back from Erie Metro Parks on the Quick Claim Deed for the Jenkins Warehouse property.

Parks and Trees – None

Records Commission – Next Records Commission Meeting will be held on September 12, 2023.

Citizen Property Maintenance – None

NEW COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – The second yard waste and brush pickup was performed. Mulch was laid throughout the Village owned parks and at the Administration Building. Assisted the Water and Wastewater Department with installation of sand filter sand for the drying beds. During the Work Session on May 11th, discussion took place on the obsolete signs that the Street Department has and would like to get rid of. Administrator Rospert spoke with Tom Gfell, owner of Milan Inn-tiques, Tom is willing to sell the signs on commission at 25% for the Village. A recommendation came from Administrator Rospert to sell the signs locally for a higher return, instead of a scrap yard.

Motion by Taylor, seconded by McIlrath, to allow Tom Gfell of Milan Inn-tiques to sell street signs that are no longer needed in the Street Department and sell them on commission at 25% for the Village. Roll Call: Taylor – yes, Shafer – yes, McIlrath – yes, Rospert – yes.

At the Work Session was also discussion on selling the 2008 Sterling Dump Truck on GovDeals. Administrator Rospert will recommend selling this at the next Council meeting.

The new Chevy Dump Truck has been delivered to the dealership but a recall for the brake cylinder will need to be repaired before the Village can take delivery.

Arbor Day Tree was planted on Huron Street and two other trees were planted on South Main Street.

Three bids were received to repave Lockwood Road from US 250 to Johns Manville parking lot, this is to include the parking areas on the south side of the roadway. Administrator Rospert recommended to Council to award this bid to Erie Blacktop in the amount of \$49,974.70, noting that this will include a 1.5” of asphalt over the entire roadway and parking areas.

Motion by Rospert, seconded by McIlrath, to hire Erie Blacktop for the Lockwood Road Paving Project in the amount of \$49,974.70. Roll Call: Rospert – yes, Taylor – yes, Shafer – yes, McIlrath – yes.

Bids were received for this year’s Sidewalk Program that includes sections of S. Edison Drive, Main Street and Williams Street. It would be the recommendation to hire RMH Concrete in the amount of \$13,412.80 and perform other repairs up to the budgeted amount of \$15,000.

Motion by Taylor, seconded by Shafer to hire RMH Concrete for the Sidewalk Maintenance Project in the amount of \$13,412.80 and perform other repairs up to the budget amount of \$15,000.00 Roll Call: McIlrath – yes, Rospert – yes, Taylor – yes, Shafer – yes.

Administrator Rospert requested to hire summer help in the Street Department since it has be budgeted. This position will be part-time, six (6) months with the pay range being \$12.00 - \$17.00, Administrator Rospert suggested starting wage of \$15.00 per hour and up to 25 hours a week. The council agreed and Administrator Rospert will post the position.

NEW COMMITTEE BUSINESS – cont.

Safety – None

Finance – Fiscal Officer Ramey was not at tonight’s Council Meeting but did supply Council with her regular monthly reports.

Motion by Rospert, seconded by McIlrath, to approve the Council Bills for the period of April 27th – May 24th. Roll Call: Shafer – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Motion by Taylor, seconded by Shafer, to approve the Utility Bills for the period of April 27th – May 24th. Roll Call: McIlrath – yes, Taylor – yes, Shafer – yes, Rospert – yes.

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

Regional Planning, Building Code, and Inspection – Zoning Inspector issued Zoning Permits for an Accessory Building at 36 Pawnee Drive, and an Addition for 106 S. Center Street.

Letters were issued to residents on Property Maintenance Violations at 1 E. Front Street – the resident is working on repairs, 90 Liberty Street – resident has not contacted the Village, 180 S. Center Street – resident has not contacted the Village, 22 Bank Street – this letter was just sent out to the resident. The Zoning Inspector is reviewing a complaint at 320 Melanie Lane and several residents were contacted about mowing their grass.

Utilities – The Water/Wastewater worked on the lead and copper inventory report, wrote up a new valve turning exercise program, exercised 40 water distribution valves, and cleaned out the assemblies, cleaned the drying beds off and put down new sand in all three beds.

On February 13th the EPA was in to perform a Sanitary Survey of the water distribution system. On March 31st, Superintendent Brad Simon submitted the corrective action plan to the EPA and their review was favorable with a few suggested changes. Superintendent Simon made the necessary changes and resubmitted it to the EPA.

Ohio EPA was in for inspection of the Wastewater Treatment Plant; no violations were found and one recommendation from them is to calculate the dry tonnage of sludge.

Water/Wastewater employee Dan Hipp submitted his letter of resignation effective August 4, 2023. Dan has been a great employee for over 34 years, he will be sorely missed. Discussion will take place at the next Council Work Session on the next step, hiring in that department. Superintendent Simon submitted the 2022 Consumer Confidence Report to the Ohio EPA for review.

Motion by Taylor, seconded by Rospert, to accept Dan Hipp’s resignation from the Water and Wastewater Operators position effective August 4, 2023. Roll Call: McIlrath – yes, Rospert – yes, Taylor – yes, Shafer – yes.

NEW COMMITTEE BUSINESS – cont.

The Electric Department rewired a second final tank at the WWTP, reset guidelines on two poles on Front Street and Edison Drive after a truck a trailer hit the wires, put up a neutral line on Front Street for a future loop line for connecting into the new transformer.

A Master Service Agreement was signed with Municipal Energy Service through AMP for infrared testing of the electrical distribution lines and substations. Superintendent of Electric Tyson Metz has begun work on several areas that need attention.

The Village was notified through AMP, a Renewable Energy Credit through the JV5 generation in the amount of \$20,290.94 was received. The Village applied this to Village customers' bills for the month of May. Keeping in mind that Village residents will still see savings of \$17,000 in June, July, and August and \$13,899 in September off their electric utility bills. First Energy increase that has been on the news lately, does not affect the Village residents in any way.

Civic Contacts and Historical Preservation – None

Parks and Trees – A purchase order to Ohio Tree was made out for them to take down a maple tree on N. Edison Drive, a stump, and a maple tree on West Williams Street.

Records Commission – None

Citizens Property Maintenance Commission – None

Communications – A Village resident complained about why the full-time Administrator was out sweeping streets to utility clerk Nancy Justice. To address the issue Administrator Rospert asked Village Council if they had any objection or issues to the Administrator assisting the Water, Wastewater, Electric or Street Departments on an as needed basis? Administrator Rospert spoke to the mayor on this residents' complaint, Mayor Crosby had no issue. The Village Council had absolutely no problems or issues with him helping the other departments and could not understand where the issue lies. Administrator Rospert replied that this was an ongoing thing, and he has had people staring at him and giving him nasty looks. The Village Council again could not understand what the issue was and what a shame for the Village Administrator to have to deal with glares and nasty looks while helping in other departments. Administrator Rospert will continue to help the other departments when needed.

The Melon Festival contract has been reviewed the Mayor Crosby, Chief Meister, Administrator Rospert and Solicitor Barney. Festival Chair Mike Lewis had no issues but will take the contract to the festival board for their review and have it ready for Council at the June Council Meeting.

UNFINISHED BUSINESS - None

LEGISLATION

Ordinance – Next Number will be 855-5-23

Resolution – Next Number will be 631-5-23

AN ORDINANCE AMENDING THE VILLAGE OF MILAN INCOME TAX ORDINANCE TO PROVIDE FOR THE ALLOCATION OF COLLECTED INCOME TAX FUND.

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

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

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

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

AN ORDINANCE AMENDING THE RATES TO BE CHARGED FOR MUNICIPAL SEWER 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 second reading by title only.


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

Questions for Next Meeting – Special Council Meeting before the next work session to pass the legislation that could not be voted on at tonight’s Council Meeting. This Special Meeting will be held on Thursday June 8th at 6:30 p.m. with the Work Session immediately following. Councilperson Taylor said “Small Town Event” is ready to go on Monday June 12th. Councilperson Taylor will be reaching out to the food truck to verify their commitment for this event.

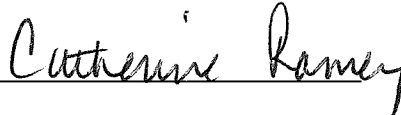
Adjournment

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

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



Carla Rospert, Council President



Catherine Ramey, Fiscal Officer