

# Village of Milan

## Council Meeting

July 26, 2023

July 26, 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 – yes, McIlrath – yes, Bickley – yes.

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

Motion by McManus, seconded by McIlrath, to approve the Minutes of the June 28<sup>th</sup> Regular Council Meeting. Roll Call: Bickley – yes, Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes.

Motion by Shafer, seconded by Rospert, to approve the Minutes of the July 13<sup>th</sup> Special Council Meeting. Roll Call: Taylor – abstain, Shafer – yes, McManus – yes, McIlrath – abstain, Rospert – yes, Bickley – yes.

Motion by Bickley, seconded by McManus, to approve the Minutes of the July 13<sup>th</sup> Work Session Meeting. Roll Call: McManus – yes, McIlrath – abstain, Bickley – yes, Rospert – yes, Taylor – abstain, Shafer – yes.

Motion by McIlrath, seconded by Rospert, to approve the Minutes of the July 18<sup>th</sup> Work Session Meeting. Roll Call: McIlrath – yes, Taylor – yes, Shafer – yes, McManus – yes, Bickley – yes, Rospert – yes.

### **CITIZEN PARTICIPATION**

Mayor Crosby stated no one was on the agenda to speak at tonight's meeting. Mayor Crosby then went on to say, "Due to the lack of disrespect of our new Fiscal Officer, administration and Council at our last Regular Meeting, there will no longer be Citizen Participation at our meetings. Unless you ask to be put on the agenda 48 hours in advance to speak. This person will be required to state the topic they want to discuss, when asked to be added to the agenda. If citizens have questions, they can always email the records person and an answer will be given in a timely manner. There will be a Police Officer present at all Council Meetings moving forward. It is alarming that several residents think they can come into the meetings and be disrespectful and cause chaos during the meetings. This will no longer be tolerated! If I call for order and this order isn't followed you will be asked to leave the meeting. Milan is a great place to live and raise our families, we do not need disruptive outbursts from residents.

## **OLD COMMITTEE BUSINESS**

**Streets, Sidewalks and Storm Sewers** – The ODOT 601 Repaving Project will begin the topcoat of asphalt the week of the 24<sup>th</sup> starting at SR 18 and heading north.

RMH Concrete is to begin this year's sidewalk pavement project in mid to late August.

**Safety** – Mayor Crosby and Village employees attended the AMP Safety/OSHA Compliance Training on July 12<sup>th</sup>; the topic was Confined Space Awareness.

**Finance** – None

**Regional Planning, Building Codes & Inspection** – Jeff Stopar continues to work on the Village of Milan Zoning Code review. On July 24<sup>th</sup> met and discussed adding new language to include Public Nuisance, sign ordinance and discussed adding Air B&B language.

**Utilities** – North Edison Drive Water Line Replacement Project update, held the pre-construction meeting on July 14<sup>th</sup> with R.A. Bores. This project is planned to be completed by the end of the year.

Backup Generator Project at the Wastewater Treatment Plant update, a bid opening for the project was on July 14<sup>th</sup> and one bid was received in the amount of \$94,350.00 from Great Lakes Electric. The Village engineering firm Richland Engineering reviewed the bid and recommended that we hire Great Lakes for the project. With Council's approval, use of the remaining American Rescue Plan Act funds in the amount of \$84,847.77 and Sewer Capital Fund in the amount of \$9,502.23 will be used to pay for the project.

Motion by McIlrath, seconded by McManus, to accept the recommendation by Richland Engineering and to award the bid to Great Lakes Electric in the amount of \$94,350.00 for the Wastewater Treatment Plant Backup Generator Project.

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

**Civic Contacts and Historical Preservation** – Erie Metro Parks attorney is to take the Quit Claim Deed and Easements on the Jenkins Warehouse property to the county to be recorded.

**Parks and Trees** – Councilperson Taylor discussed the good turnout for the second 'Small Town Summer Night' event that took place in the Village Square on Monday July 24<sup>th</sup>, but with this event there were four (4) Food trucks, Milkshake Truck, and a Lemonade truck, along with the live music, games and face painting. Although the event was received well, a garbage complaint was made. Extra garbage containers will be available for the next event.

On behalf of the Parks & Activities Commission, Councilperson Taylor requests to have another 'Small Town Summer Night' event on Monday August 28<sup>th</sup>. There will be live music and games with the event starting at 5:00 p.m. – 8:00 p.m. with the closure of Park Street.

**OLD COMMITTEE BUSINESS -cont.**

Motion by Taylor, seconded by McIlrath, to approve the Parks & Activities Commission the use of the Village Square for another 'Small Town Summer Night' event on Monday August 28<sup>th</sup> from 4:00 p.m. – 8:00 p.m. with the closure of Park Street. Roll Call: Rospert – yes, Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes, Bickley – yes.

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

**Citizen Property Maintenance** – Zoning Inspector is still working with residents on Property Maintenance issues.

**NEW COMMITTEE BUSINESS**

**Streets, Sidewalks and Storm Sewers** – Took delivery Monday on the new Chevy Dump Truck and this will be taken to Clark Equipment for the snowplow package to be installed. Once completed, the posting of the 2008 Sterling Dump Truck will be put on GovDeals.

Administrator Rospert recommended hiring A.J. Riley to pave East Front Street from Edison Drive to Church Street and install an asphalt curb, on the west side of the road, to divert the storm water runoff in the amount of \$29,400.00. The project will use the remaining budgeted amount in the Street Levy Fund at \$20,000.00 and use of Permissive Tax in the amount of \$9,400.00 to complete the project.

Motion by Rospert, seconded by McIlrath, to accept the bid from A.J. Riley in the amount of \$29,400.00 to repave Front Street from Edison Drive to Church Street.

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

Under Legislation is a Resolution for Consent to allow ODOT District 3 to perform installation of speed limit feedback signs on State Route 601 within the Village of Milan limits. The project is scheduled for the summer of 2024 at no cost to the Village and was made possible by a grant the Village received.

Mayor Crosby received a letter from ODOT District 3 asking that the Village to sign an Agreement with them to continue with the installation and maintenance of longitudinal pavement markings, regulatory and warning signs, and performance of snow and ice control. If approved, the agreement will be signed and sent back to ODOT by the July 31<sup>st</sup> deadline.

Motion by Bickley, seconded by McIlrath, to approve of the Agreement between the State of Ohio Department of Transportation and the Village of Milan, Ohio for the removal and control of snow and ice.

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

**NEW COMMITTEE BUSINESS – cont.**

John Deere Zero Turn for the Street Department to replace the 2012 Zero Turn from Ag Pro in the amount of \$9,815.16. This pricing is based on the 2020 State Bid Contract and the dealer anticipates the State Contract to change at any time and that we will see increases of \$2,000 - \$3,000 with the new pricing, when it goes into effect.

Motion by McIlrath, seconded by McManus, to purchase a John Deere Zero Turn lawn mower for the Street Department from Ag Pro in the amount of \$9,815.16.

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

There have been five applications received for the Street Department position. Interviews will begin and hope to have a recommendation for the Council within the next week.

Tek Seal was hired to seal the asphalt at the Administration Office and the funeral home to have theirs done at the same time. Tek Seal was also hired to paint the yellow curbs around town.

**Safety – None**

**Finance – None**

Motion by Bickley, seconded by Rospert, to approve the Council Bills for the period of June 29<sup>th</sup> – July 26<sup>th</sup>. 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 June 29<sup>th</sup> – July 26<sup>th</sup>. Roll Call: McIlrath – yes, Taylor – yes, Shafer – yes, McManus – yes, Bickley – yes, Rospert – yes.

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

**Regional Planning, Building Code, and Inspection** – Zoning Inspector issued a Zoning Permit for a pool at 92 S. Main Street, and roof permit for 34 E. Church Street. Scheduled a BZA Hearing for 10 Old State Road on Wednesday August 9<sup>th</sup> at 7:30 p.m. BZA Hearing variance, to waive the requirement of a fence around the pool and install a mechanical tarp device over the pool.

**Utilities** – The Water/Wastewater Department continued the residential valve cleaning and turning program. The EPA was in on February 13<sup>th</sup> to perform the Sanitary Survey of the water distribution system, update: all but one violation has been corrected and approved by the EPA.

**NEW COMMITTEE BUSINESS – cont.**

The Electric Department trimmed trees away from power lines, replaced four house meters, met with Frontier Communications for plans for a looping project on Seminary Road and assisted them with replacing three poles. Installed six spans of neutral wire on Front Street and two spans of three phase primary for upgrading 15 houses, 1 apartment building and 2 businesses, this project was completed July 17<sup>th</sup>.

Solicitor Barney suggested putting out the bid for the replacement Digger Derrick Truck. This will replace the 1992 model with a newer used unit.

Motion by McManus, seconded by McIlrath, to place out for bid a used Digger Derrick Truck for the Electric Department. Roll Call: McManus – yes, McIlrath – yes, Bickley – yes, Rospert – yes, Taylor – yes, Shafer – yes.

**Civic Contacts and Historical Preservation – None**

**Parks and Trees** – The Beautification Commission attended the Milan Township Trustee Meeting on July 19<sup>th</sup>, to request permission to put garland up around the front door of the Town Hall, garland and LED lights around the monument fencing and to see if they could install candle lights in the windows. The Trustee’s heard their request and asked to table this until a later meeting when all three Trustee’s will be present.

**Records Commission – None**

**Citizens Property Maintenance Commission – None**

**Communications** – Doug Calmes of 67 Elm Street donated his extra topsoil to the Village if the Village would haul it away. Since Mayor Crosby had no issues with this, she permitted Administrator Rospert to receive the free extra topsoil for the Village and use it for backfilling telephone poles, water lines, sewer lines, sidewalks, and berming of roadways. An estimated 50 tons of topsoil was donated with an estimated savings of \$1,500.00 to the Village.

**UNFINISHED BUSINESS**

None

**LEGISLATION**

Ordinance – Next Number will be 860-7-23

Resolution – Next Number will be 632-7-23

**AN ORDINANCE APPROVING THE RESIDENCY OF JOANNE CLAPP, VILLAGE FISCAL OFFICER, OUTSIDE OF THE CORPORATE LIMITS OF THE VILLAGE OF MILAN, OHIO**

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

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

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

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

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

**A RESOLUTION WHEREAS, THE STATE HAD IDENTIFIED THE NEED FOR THE DESCRIBED PROJECT: TO PERFORM INSTALLATION OF SPEED LIMIT FEEDBACK SIGNS ON STATE ROUTE 601 WITHIN THE VILLAGE OF MILAN. THIS PROJECT IS CURRENTLY SCHEDULED TO BE CONSTRUCTED IN THE SUMMER OF 2024, AND DECLARING AN EMERGENCY**

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

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

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

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

**AN ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF MILAN, OHIO AND DECLARING AN EMERGENCY**

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

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

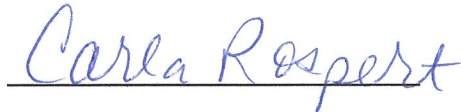
**Questions for Next Meeting** – A hearing is scheduled for August 9<sup>th</sup> at 6:30 p.m. for the 2024 Tax Budget.

Administrator Rospert gave an update on the ongoing audit that was to be finished October 31, 2022. It has been sent to the SIU team for review.

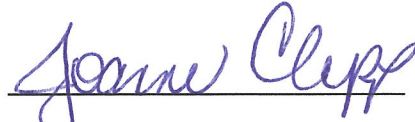
**Adjournment**

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

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



Carla Rospert, Council President



Joanne Clapp, Fiscal Officer