

# Village of Milan

## Council Meeting

August 23, 2023

August 23, 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 – yes.

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

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

Motion by Rospert, seconded by McIlrath, to approve the Minutes of the August 3<sup>rd</sup> Special Council Meeting. Roll Call: Taylor – yes, Shafer – yes, McManus – absent, McIlrath – yes, Rospert – yes, Bickley – yes.

Motion by Taylor, seconded by Rospert, to approve the Minutes of the August 9<sup>th</sup> Special Council Meeting. Roll Call: McManus – absent, McIlrath – yes, Bickley – yes, Rospert – yes, Taylor – yes, Shafer – yes.

### **CITIZEN PARTICIPATION**

The Milan Cub Scouts would like to host their Annual Carnival at the Village Square tentatively on September 14<sup>th</sup> during the hours of 5:00 P.M. – 9:00 P.M, with alternate dates of September 20<sup>th</sup> or 21<sup>st</sup>. Presently they are working with their rock wall facilitator to schedule the wall in however, he is away with the National Guard and doesn't return until August 27<sup>th</sup>.

Motion by Shafer, seconded by McIlrath, to allow the Milan Cub Scouts to use the Village Square on September 14<sup>th</sup> with back-up dates of September 20<sup>th</sup> or 21<sup>st</sup>, with provided insurance. Roll Call: Shafer- yes, McManus- absent, Bickley- yes, McIlrath- yes, Rospert- yes, Taylor- yes.

### **OLD COMMITTEE BUSINESS**

**Streets, Sidewalks and Storm Sewers** – The ODOT 601 Repaving Project paving has been completed and the adjustments to the manholes and catch basins began on August 18<sup>th</sup>. RMH Concrete is to begin this year's sidewalk pavement project in September after Labor Day. The Village took delivery of the John Deere Z950 Zero Turn Lawn Mower. Tek Seal completed sealing and stripping the Administration Office and painting of the curbs.

## **OLD COMMITTEE BUSINESS -cont.**

**Safety** – Mayor Crosby and Village employees attended the AMP Safety/OSHA Compliance Training on August 23<sup>rd</sup>, Basics of Fall Protection.

**Finance** – None

**Regional Planning, Building Codes & Inspection** – Jeff Stopar continues to work on the Village of Milan Zoning Code review.

**Utilities** – North Edison Drive Water Line Replacement Project contractor expects to begin project next month.

A bid opening for a used Digger Derrick Truck was on Friday August 18<sup>th</sup> at 9:00 A.M. One bid was received, Administrator Rospert recommend to Council to accept the bid from Utility Truck Equipment (UTE) in the amount of \$97,000.00. UTE met or exceeded the minimum bid specifications.

Motion by Bickley, seconded by Taylor, to accept the bid from Utility Truck Equipment, in the amount of \$97,000.00 for a used Digger Derrick Truck for the Village of Milan Electric Department.

Roll Call: McIlrath- yes, Taylor- yes, Shafer- yes, McManus- absent, Bickley- yes, Rospert- 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** – None

**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** – The Street Department is prepping the Village for the Melon Festival and all safety barricades are in good working order. Reinstalled the delineators on S. Main Street and added additional delineators to increase safety awareness around the curve.

Tom Weilnau has been mowing the roadsides and selected areas for the Electric and Wastewater Departments.

**NEW COMMITTEE BUSINESS – cont.**

Lake Erie Construction replaced guardrail posts at select locations.

The Milan Township Fire Department asked permission to shut down N. Center Street from Church Street to Front Street on Sunday September 3<sup>rd</sup> for the Milan Township Fire Department Chicken Bar-B-Q, during the hours of 7:00 AM – 5:00 PM.

Motion by McIlrath, seconded by Rospert, to allow the Milan Township Fire Department to permission to shut down N. Center Street from Church Street to Front Street on Sunday, September 3<sup>rd</sup> for the Milan Township Fire Department Chicken Bar-B-Q, during the hours of 7:00 AM – 5:00 PM. Roll Call: Shafer- yes, McManus- absent, Bickley- yes, McIlrath- yes, Rospert- yes, Taylor- yes.

**Safety** – Chief Meister and Administrator Rospert have been working with Erie County Regional Planning and ODOT to get the speed limit on S. Main Street lowered to 35 MPH from the Village Limits heading north. Speed Zone Study was sent to ODOT District 3 on August 21<sup>st</sup>.

Motion by Bickley, seconded by McIlrath, to hire James Fulton as a part-time police officer with the Milan Police Department at a starting rate of \$15.50 per hour effective immediately. Roll Call: Rospert- yes, Taylor- yes, Shafer- yes, McManus- absent, McIlrath- yes, Bickley- yes.

Motion by Shafer, seconded by Rospert, to hire Tim Hunker as a part-time police officer with the Milan Police Department at a starting rate of \$15.50 per hour effective immediately. Roll Call: Bickley- yes, Taylor- yes, Shafer- yes, McManus- absent, McIlrath- yes, Rospert- yes.

**Finance** – Motion by Rospert, seconded by McIlrath, to approve the Council Bills for the period of July 27<sup>th</sup> – August 23<sup>rd</sup>. Roll Call: Shafer – yes, McManus – absent, Bickley – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Motion by McIlrath, seconded by Shafer, to approve the Utility Bills for the period of July 27<sup>th</sup> – August 23<sup>rd</sup>. Roll Call: McIlrath – yes, Taylor – yes, Shafer – yes, McManus – absent, Bickley – yes, Rospert – yes.

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

Fiscal Officer Clapp received a quote for \$7,000 for wage salary study from Archer Company. Fiscal Officer Clapp suggests reviewing this at a Work Session.

State Auditors are continuing to work on 2020 and 2021 audit. Currently, they do not have a completion date.

**Regional Planning, Building Code, and Inspection** – The Zoning Inspector denied a Zoning Permit for a garage addition at 34 Church Street, due to set-back requirements.

**NEW COMMITTEE BUSINESS – cont.**

A Board of Zoning Appeals Hearing was held on August 9<sup>th</sup>, the BZA denied a variance request for a pool without a fence, with the use of a cover system that would be mechanically operated with lockable and coded push button controls.

The Zoning Inspector is working with Erie Metroparks on the lot split of the Jenkins Warehouse property.

**Utilities** – The Electric Department hung the Melon Festival banners, worked with an outside contractor on replacing poles on Seminary, Edison and Center Street and began transferring the electrical equipment to the new poles. They continued with the electrical upgrades, 18 houses and 1 business are now on the new electrical system.

They were called out for no power at 17 Front Street due to transformer malfunction. Replaced the transformer and had power restored in 2 ½ hours. Was called to 1909 Sleepy Hollow Road for a tree down on a wire. Upon arrival, found the tree had snapped a sub-pole. The pole was replaced and power was restored in 2 ½ hours.

Joe Hamilton will be attending AMP Line workers training the week of August 28<sup>th</sup> in Columbus. This is the second weeklong training that Joe attended this summer to get his certification.

**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 ask 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 Town Hall 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** – Amanda Mesenburg six-month probationary period is up on August 27<sup>th</sup>. Amanda has done a great job for the Village, and it is recommended that Amanda be taken off probation on August 27<sup>th</sup> and receive a \$1.00 an hour raise, effective August 28<sup>th</sup>. Noting that Amanda was hired in February prior to the policy change that was made in May.

Motion by McIlrath, seconded by McManus, to remove Amanda Mesenburg from probationary status and increase her pay by \$1.00 per hour, raise effective August 28, 2023.

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

**Citizens Property Maintenance Commission** – None

**NEW COMMITTEE BUSINESS – cont.**

**Communications** – Motion by Taylor, seconded by McIlrath, to add the following language to the Rules of Council under H. Order of Business, 4. Citizen’s Participation, “Council meetings are open to the public. The Village of Milan welcomes an open-door policy for any concerns or questions you may have. However, to help us prepare, we require a 48-hour notice to be placed on the agenda. To be given the opportunity to speak under our Citizen Participation portion for no more than 5 minutes on your stated topic, please email the Fiscal Officer, at [Fiscal@milanohio.gov](mailto:Fiscal@milanohio.gov) stating your name, address and your question for Council, 48-hours prior to the Council meeting.

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

**UNFINISHED BUSINESS** – Rospert recommends the sidewalk beside the Invention Restaurant be looked at, because there is grease dripping onto it.

Fiscal Officer informed Council that this would be the last meeting in which she would be recording Council meetings.

**LEGISLATION**

Ordinance – Next Number will be 861-8-23

Resolution – Next Number will be 633-8-23

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

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 second reading by title only.

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

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

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

Motion by McManus, 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 TO PROVIDE FOR ADDITIONAL APPROPRIATIONS FROM THE ELECTRICAL CAPITAL REPLACEMENT FUND AND OTHER FUNDING SOURCES AND AN INCREASE IN ESTIMATED RESOURCES AND FURTHER APPROVING CASH TRANSFERS BETWEEN FUNDS, 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 Shafer, seconded by Bickley, 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** – None

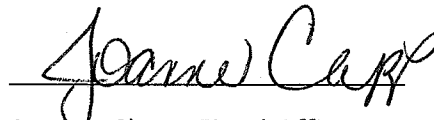
**Adjournment**

Motion by Taylor, seconded by Shafer, 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