

**Village of Milan
Council Meeting
September 27, 2023**

September 27, 2023 Council Meeting was called to order with the Pledge of Allegiance by Mayor Pam Crosby.

Roll call: Rospert – yes, Taylor – arrive at 6:45 p.m., Shafer – yes, McManus – yes, McIlrath – absent, 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 excuse McIlrath from tonight’s Council meeting. Roll Call: Bickley – yes, Shafer – yes, McManus – yes, Rospert – yes.

Motion by Bickley, seconded by Shafer, to approve the Minutes of the August 23rd Regular Council Meeting. Roll Call: Bickley – yes, Shafer – yes, McManus – abstain, Rospert – yes.

Motion by Rospert, seconded by McIlrath, to approve the Minutes of the September 14th Council Work Session Meeting. Roll Call: Shafer – yes, McManus – yes, Rospert – yes, Bickley – yes.

CITIZEN PARTICIPATION

Zach Rospert inquired from Council about closing Center Street between Church Street and Merry Street for the 10th annual year of the Holly Run on November 11th between the hours 8:00 a.m. – 12:00 p.m.

Motion by McManus, seconded by Rospert, to close Center Street between Church Street and Merry Street on November 11th for the Holly Run between the hours 8:00 a.m. – 12:00 p.m. Roll Call: Shafer – yes, McManus – absent, Bickley – yes, Rospert – yes.

Mary Bruno inquired about Village Sewer Ordinance 856-6-23, section 925.17(a).

OLD COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – The ODOT 601 Repaving Project paving has been completed.

RMH Concrete completed this year’s sidewalk project.

The new dump truck had the plow package put on this past month and is ready for the snow season.

OLD COMMITTEE BUSINESS - cont.

Two vehicles from the Electric Department and two vehicles from the Street Department were undercoated by Erie Undercoating with Fluid Film this month.

A.J. Riley is planning to begin the Front Street Pavement Project the week of September 25th. This project is from N. Edison Drive to Church Street.

Safety – Village employees attended the AMP Safety/OSHA Compliance Training on September 13th. The topic was Job Hazard Analysis.

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. ODOT reviewed the request and offered the following: lower the speed limit on South Main Street from Chippewa Drive (both directions of travel) to the Perrin Road/Old State Road intersection from 40 MPH to 35 MPH. South of Old State where the speed limit is 45 MPH will be increased to 50 MPH.

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 has been completed by R.A. Bores and is in service. During the tap in of the new line to the old line near the Wastewater Treatment Plant, the old line had a main break. Water for the residents of Riley Road had to be shut off for 3 hours while the repairs were made. The residents of Riley Road were put on boil alert until the Village received word from Erie County Health Department that the Total Coliform test came back within range so the boil alert could be lifted, which was the following day. All residents were notified via a phone call and door handouts.

The EPA was in on February 13th to perform a Sanitary Survey of the water distribution system; this is done every three years. All violations were corrected this past month and submitted to the EPA.

Midwest Tank Management recently installed the TTHM removal system in our water tower, this system was placed in service on September 6th.

We took delivery of the used Digger Derrick Truck from Utility Truck Equipment on September 21st and held training on the unit on September 22nd.

Joe Hamilton completed his Certification in Basic 1 Line worker Training through AMP Line worker Training the week of August 28th in Columbus.

OLD COMMITTEE BUSINESS -cont.

Civic Contracts and Historical Preservation – The Jenkins Warehouse property deed has been recorded and the Village of Milan owns it. Administrator Rospert thanked Amy Bowman-Moore (Director of Erie MetroParks), the Erie MetroParks Commissioners, Mayor, Council, and the Jenkins Warehouse Committee for all their efforts in saving this historic structure. At this time the Commission is going through the contents of the building and will determine what should be auctioned off and what items will be disposed of. Cornerstone Concrete and Masonry were hired to work on parts of the foundation.

Parks and Trees—Contracted with Hinman Tree Service to have a tree removed at 63 S. Edison Drive and 190 S. Main Street.

Records Commission – Next Records Commission Meeting will be held on March 12, 2024.

Councilperson Taylor arrived at tonight’s meeting.

Citizen Property Maintenance – Zoning Inspector is still working with residents on Property Maintenance issues and will be submitting several issues to our Solicitor.

NEW COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – The Street Department contracted with R.A. Bores to make necessary slope repairs to erosion occurring on Old State Road near the creek due to heavy rains.

The Village received the 2024 Erie County Salt Bid pricing from the Erie County Commissioner’s Office. This year the contract was awarded to Compass Minerals America in the amount of \$55.00 per ton picked up and \$57.41 per ton delivered. An increase per ton this year of \$2.00 to pick up and \$1.26 for delivery.

New tires were installed on the F-250 pickup truck.

Safety – Motion by McManus, seconded by Shafer, to accept the resignation of Jeffery Brown a part-time officer with the Milan Police Department, effective September 10, 2023.

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

Motion by Rospert, seconded by McManus, to accept the resignation of Courtney Gielas a part-time officer with the Milan Police Department, effective September 6, 2023.

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

Motion by McManus, seconded by Bickley, to accept Chief Meister’s recommendation to hire Shaun Taylor as the fourth full-time police officer effective October 2, 2023, with a starting wage of \$21.00 per hour and serve a six-month probationary period.

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

NEW COMMITTEE BUSINESS – cont.

Finance – Fiscal Officer reviewed with the Village Administrator and Police Chief their budgets. The Council received an amended appropriations list with some adjusted line items, within their budget. These adjustments should get us through the end of the year. The estimated revenue is up about 12.45% over the projected 75% which should be collected by the end of September 2023, due to the collection of the second half of property tax.

The Fiscal Officer will be attending the Ohio Association of Public Treasurers Fall training next week Tuesday-Friday in Canton, OH.

The Fiscal Officer updated Council about the State Audit, nothing they have been working on completing their single audits due to this week being their deadline, so they haven't had any time for the Village audit recently.

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

Motion by McManus, seconded by Shafer, to approve the Utility Bills for the period of August 24th – September 27th. Roll Call: Taylor – yes, Shafer – yes, McManus – yes, 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 – yes, Bickley – yes.

Motion by Bickley, seconded by Taylor, to add the following language to the Personnel Policy under Chapter 5, Subsection 5.10: In the event the Village offers health insurance to its employees and an eligible employee elect not to participate in the Village health insurance, he or she shall be entitled to a monthly payment of thirty-eight (38%) of the monthly premium of a single policy. Roll Call: McManus – Abstain, Bickley – yes, Rospert – yes, Taylor – yes, Shafer – yes.

Motion by Rospert, seconded by Shafer, to add the following language to our Personnel Policy under Chapter 5, Subsection 5.11: In the event a Village employee uses his or her personal cell phone for Village business, he or she shall be reimbursed twenty-five dollars (\$25.00) per month. Roll Call: Taylor – yes, Shafer – yes, McManus – abstain, Bickley – yes, Rospert – yes.

Motion by Rospert, seconded by Bickley, to adopt the Procurement Policy effective October 4, 2023, as presented, and add the language to our Personnel Policy under a newly created Chapter 13. Roll Call: Bickley – yes, Taylor – yes, Shafer – yes, McManus – yes, Rospert – yes.

Regional Planning, Building Code, and Inspection – The Zoning Inspector issued two fence permits, a deck permit and an elevator permit. He denied an application for a solar energy system.

A Board of Zoning Appeals Hearing for a Variance request for a solar energy system at 63 S. Edison Drive will be on Monday October 2nd at 7:00 PM in Council Chambers.

NEW COMMITTEE BUSINESS – cont.

Utilities –Water/Wastewater received the TTHM test results for water and were below the minimum threshold required by the EPA.

Tim Heim started the Basic Wastewater class on September 19th, through the Operator Training Committee of Ohio. He will attend this online training every Tuesday for three hours through December 19th.

Due to heavy rains on August 24th & 25th the following issues occurred: Indian Acres Lift Station on two separate occasions and the Wastewater Treatment Plant for the wet well alarms, due to high flows. The Electric Department assisted in replacing one of the two pumps in the Indian Acres lift station that failed during this rain.

Repaired Final Tank #1 at the Wastewater Treatment Plant, a paddle arm had rusted and broken off.

Franklin Sanitation was in August, to camera and jet several sanitary sewer lines. Edison Drive it was noted that the sewer main near a tap was broken due to tree roots. R.A. Bores was contacted to make the necessary repairs.

On September 18th, AMP was in to go over the Power Supply Update with the Electric Department. The following are bullet points of the review:

- The Village Peak Demand is slightly down, which is a good thing because this drives down the transmission costs, which are 15-20% of our costs.
- In the Village Energy Portfolio, Prairie State makes up 65% of our energy, Net Market at 13.5%, JV5 at 11.6%, NYPA at 5.9%, and AMP Hydro at 4.1%.
- The Village Annual Power Rates are estimated to remain steady over the next three years.
- Ohio Edison residential rates estimated for 2023/2024 are 19.6 cents per kWh, the Village of Milan's current rate is averaged at 13.6 cents per kWh.
- Since September of 2022 the Renewable Energy Credits (RECs) the Village received through the Erie County Landfill Gas, and JV5 were applied to the Village's monthly AMP statements to lower the resident's electric bill through the Power Supply Cost Adjuster. These RECs given to the residents will expire this month and will be reflected in the October bills.

Civic Contacts and Historical Preservation – The Jenkins Warehouse Commission submitted a grant application to the Mylander Foundation requesting \$7,000 for dumpsters needed to empty the warehouse prior to the restoration.

Parks and Trees – None.

Records Commission – The Records Commission met on September 12th, Julie Stelzer gave an update that she is still going through old Mayor's Court Records and Amanda Mesenburg informed the Commission that she is working on updating the Fiscal Officer's Record Retention Schedule.

NEW COMMITTEE BUSINESS – cont.

Citizens Property Maintenance Commission – None

Communications – Motion by Taylor, seconded by Rospert, to have the Halloween Parade on Sunday October 29th beginning at 4:00 P.M. with Trick-or-Treat immediately following until 6:00 P.M. Roll call: Shafer – yes, McManus – yes, Bickley – yes, Rospert – yes, Taylor – yes.

UNFINISHED BUSINESS

Motion by Taylor, seconded by McManus, to accept Councilperson Mike Bickley’s resignation from Council, effective October 1, 2023. Roll Call: Taylor – yes, Shafer – yes, McManus – yes, Rospert – yes.

Motion by Rospert, seconded by Taylor, to appoint Tori Riddle to fill Mike Bickley’s remaining Council term effective October 1, 2023. Roll Call: Taylor – yes, Shafer – yes, McManus – yes, Rospert – yes, Bickley – yes.

LEGISLATION

Ordinance – Next Number will be 864-9-23

Resolution – Next Number will be 633-9-23

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

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

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

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

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

AN ORDINANCE DECLARING INTENT TO SELL PERSONAL PROPERTY FROM THE JENKINS WAREHOUSE NOT NEEDED FOR PUBLIC USE OR IS OBSOLETE AND DECLARING AN EMERGENCY

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

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

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

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

Motion by Bickley, seconded by Shafer, to adopt by title only as an emergency.
Roll call: Shafer – yes, McManus – yes, Bickley – yes, Rospert – yes, Taylor – yes.

AN ORDINANCE REPEALING CERTAIN CODIFIED ORDINANCES OF THE VILLAGE OF MILAN AND DECLARING AN EMERGENCY

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

Motion by McManus, seconded by Taylor, to adopt by title only as an emergency.
Roll: Bickley – yes, Taylor – yes, Shafer – yes, McManus – yes, Rospert – yes.

AN ORDINANCE DECLARING EQUIPMENT NOT NEEDED FOR VILLAGE PURPOSES AND DECARING AN EMERGENCY

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

AN ORDINANCE TO REVISE THE PRIMA FACIE SPEED LIMIT ON STATE ROUTE 601 FROM CHIPPEWA DRIVE TO OLD STATE ROAD/PERRIN ROAD, AND DECLARING AN EMERGENCY

Motion by McManus, seconded by Shafer, to suspend the rules.
Roll Call: Shafer – yes, McManus – yes, Bickley – no, Rospert – yes, Taylor – yes.

The ordinance was placed on first reading.

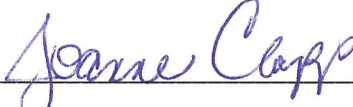
Questions for Next Meeting – None

Adjournment

Motion by Bickley, seconded by Shafer, to adjourn tonight’s meeting.
Roll Call: Bickley – no, Taylor – yes, Shafer – yes, McManus – yes, Rospert – yes.



Carla Rospert, Council President



Joanne Clapp, Fiscal Officer