

**Village of Milan  
Council Meeting  
October 25, 2023**

October 25, 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, Riddle – yes.

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

Moment of Silence for David Berckmueller who passed away on October 13<sup>th</sup> and was a long serving member on the Tree Commission.

Motion by McManus, seconded by Rospert, to approve the Minutes of the September 27<sup>th</sup> Regular Council Meeting. Roll Call: Riddle – Abstain, Taylor-yes, Shafer – yes, McManus – yes, McIlrath – Abstain, Rospert – yes.

**CITIZEN PARTICIPATION**

Mary Bruno questions on meetings recordings and finance. Taylor explained the reason the meetings are not recorded is because of the amount of space required to retain the recording and Fiscal Officer stated that Council meetings are not required to be recorded. In reference to finance questions, they were not answered because the questions were not submitted prior to the meeting as per Council rules.

Before going into Old Committee business, Mayor announced that Torri Riddle will serve on the Committee's that were vacated with Mike Bickley's resignation from Council as follows: Finance, Utilities, and Civic Contacts. For Mike's position on the Jenkins Warehouse Commission, the Mayor would entertain a motion to appoint a member of Council to be on this Commission.

Motion by Rospert, seconded by McIlrath, to appoint Erin McManus, as Councilperson to serve on the Jenkins Warehouse Commission. Roll Call: McIlrath-yes, Riddle – yes, Rospert – yes, Taylor – yes, Shafer – yes, McManus – yes.

**OLD COMMITTEE BUSINESS**

**Streets, Sidewalks and Storm Sewers** – A.J. Riley paved Front Street Pavement Project the week of September 25<sup>th</sup>, plans to finish the asphalt berm this week. The Street Department bermed the edges of the new roadway with topsoil and gravel.

**OLD COMMITTEE BUSINESS - cont.**

**Safety** –Employees of the Street, Electric, Water, and the Utility Office, attended the AMP Safety/OSHA Compliance Training on October 11<sup>th</sup> and the topic was Slip, Trips and Falls.

ODOT reviewed the Village request and offered the following: to 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. Under legislation tonight again will be the Ordinance to revise the speed limit in the areas listed above.

**Finance** – None

**Regional Planning, Building Codes & Inspection** –Jeff Stopar with Semro, Henry and Barga out of Toledo, continues the Zoning Code review.

A Board of Zoning Appeals Hearing for a Variance request for a solar energy system at 63 S. Edison Drive was held on Monday October 2<sup>nd</sup> at 7:00 PM. The BZA approved the Variance request for the solar energy system.

**Utilities** – On October 20<sup>th</sup>, the Digger Derrick was listed on GovDeals. The auction will run until October 30<sup>th</sup> at 8:01 P.M.

Two Request for Qualifications were received, one from Richland Engineering and one from Environmental Design Group for the Water Tower Rehabilitation Project. Administrator Rospert and the Water/Wastewater Superintendent will review each document and make a recommendation on which engineering firm would be the best fit for the Village.

**Civic Contracts and Historical Preservation** – None

**Parks and Trees**– None.

**Records Commission** – The next Records Commission Meeting will be held on March 12, 2024, time to be determined.

**Citizen Property Maintenance** –None.

**NEW COMMITTEE BUSINESS**

**Streets, Sidewalks and Storm Sewers** – Over the past month the last brush and last yard waste pickup of the year was held, continued with mowing, sprayed weeds, and assisted other departments.

**NEW COMMITTEE BUSINESS – cont.**

Changed the oil and filters in the leaf machine and began this year leaf pickup program on October 18<sup>th</sup>.

A contract was signed with Custom Metals Works in Norwalk to rehab the undercarriage of the 2012 Ford F-550 dump truck. This also includes repairing the cab shield of the dump box, sandblasting and applying epoxy paint on the undercarriage. The total cost of this rehab will be \$7,526.73 and it is scheduled to go in late October or the first of November.

A contract was signed with Loris Printing in Sandusky to design and install the truck wrap on the new Chevy 6500 dump truck. The cost for the design and installation is \$2,281.20.

**Safety – None**

**Finance –** Fiscal Officer Clapp informed Council that at the end of September, Village revenue and expenditures should be at 75%. Expenditures for the departments were at 74% or below and revenue in the general fund is higher than 75% because the Village received the second half property tax collection and interest is up. The financials were submitted on google drive and it was asked if Council had any questions?

Fiscal Officer Clapp attended the Ohio Association of Public Treasurer Conference, the Board of Directors appointed Fiscal Officer Clapp to serve as the Board Secretary.

The Fiscal Officer is requesting Councils approval to change banks from Civista to Croghan Colonial Bank because Fiscal Officer Clapp was able to negotiate a checking account general operating a no charge, with the Village earning monthly interest. The reason the resolutions state commencing fully on January 1, 2024, is because the Village would like to take the next two months to get everything transferred over.

State audit update from the Auditors--Just wanted to give you an update on the audit, feels like it has been a while since I talked to you. We are working on it a bunch this week and have some outstanding questions with our legal department. Any other questions for me please let me know.

Motion by Rospert, seconded by Taylor, to approve the Council Bills for the period of September 28<sup>th</sup> – October 25<sup>th</sup>. Roll Call: Shafer – yes, McManus – yes, Riddle – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Motion by McIlrath, seconded by McManus, to approve the Utility Bills for the period of September 28<sup>th</sup> – October 25<sup>th</sup>. Roll Call: McIlrath-yes, Taylor – yes, Shafer – yes, McManus – yes, Riddle – yes, Rospert – yes.

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

**NEW COMMITTEE BUSINESS – cont.**

**Regional Planning, Building Code, and Inspection** – The Zoning Inspector issued a Zoning Permit to 39 Lockwood Road for a shed and one at 49 Huron Street for a fence.

**Utilities** –Water/Wastewater - Trained Bob Cumston with the weekend operations at the Wastewater Treatment Plant. He will be added to the weekend chores rotation in November.

Replaced two batteries in the generator at the Wastewater Treatment Plant.

Attended to a water main break on Merry Street, that was struck by the Electric Department while installing a pole. R.A. Bores was in to assist with the repairs. Residents on Liberty Street, west of West Williams Street, along with the residents of the apartments at Huron and Merry Street were put on a boil advisory. After the samples came back negative from the Health Department, they notified the effected residents that the boil advisory was lifted.

Electric Department - fixed two electrical outlets at the Wastewater Treatment Plant, re-lamped several lights in the Village Square, worked on pole transfers, removed several old poles, and assisted other departments.

Over the last month they continued with their Electrical Upgrade Project by installing three new poles on Huron Street and one on West Williams Street and three new poles on West Merry Street. The addition of these new poles is to remove the backyard primary electrical feed to bring it all street side.

They are also working with Frontier Communications on a Lockwood Road Project to remove secondary poles, in the front yard of residents, and installed three new poles on Lockwood Road.

**Civic Contacts and Historical Preservation** – The Jenkins Warehouse Commission met on Monday October 23<sup>rd</sup> and voted to move forward with Triad Architects out of Columbus, to provide an architectural estimate for the Jenkins Warehouse.

Motion by Rospert, seconded by McManus, to appoint Mr. Jim Penwell to the Village of Milan Jenkins Warehouse Commission for a three-year term.

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

**Parks and Trees** – None.

**Records Commission** – None.

**NEW COMMITTEE BUSINESS – cont.**

**Citizens Property Maintenance Commission – None**

**Communications** – Stefan Taylor informed the Council that this year’s Halloween Parade and Trick-or-Treat will be Sunday, October 29<sup>th</sup> with the parade starting at 4:00 PM, costume judging at the Elementary School at 5:30 PM and Trick-or-Treating until 6:00 PM.

Motion by Rospert, seconded by Taylor, to move the November Regular Meeting to November 15<sup>th</sup> and the December Regular Meeting to December 20<sup>th</sup>, due to Thanksgiving and Christmas Holidays. Roll call: Shafer – yes, McManus – yes, Riddle – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

**UNFINISHED BUSINESS**

None

**LEGISLATION**

Ordinance – Next Number will be 868-10-23

Resolution – Next Number will be 634-10-23

**RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR OF THE VILLAGE OF MILAN TO ENTER INTO A CONTRACT TO APPOINT KOCHER & BARNEY AS SOLICITORS FOR THE VILLAGE OF MILAN, OHIO AND DECLARING AN EMERGENCY**

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

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

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

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

**A RESOLUTION DESIGNATING CERTAIN FINANCIAL INSTITUTION(S) AS DEPOSITORIES FOR ACTIVE, INTERIM AND INACTIVE OF THE VILLAGE OF MILAN FOR THE FIVE (5) YEAR PERIOD COMMENCING FULLY ON JANUARY 1, 2024, AND DECLARING AN EMERGENCY**

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

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

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

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

**LEGISLATION – cont.**

**ORDINANCE AUTHORIZING THE EXECUTION OF THE 2023 MEMBER POWER POOL SCHEDULE WITH AMERICAN MUNICIPAL POWER, INC. (“AMP”)**

Motion by Shafer, seconded by Rospert, to bring this Ordinance to its first reading by title only.

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

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

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

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

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

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

**AN ORDINANCE AMENDING THE VILLAGE OF MILAN INCOME TAX ORDINANCE TO COMPLY WITH HOUSE BILL 33**

Motion by McManus, seconded by Taylor, to bring this Ordinance to its first reading by title only.

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

**Questions for Next Meeting**

Tom Hite (43 Center Street), expressed his concerns on the width and parking on Center Street because two cars are unable to get by when cars are parked on the street. Could the Village make Center Street no parking? This is being referred to the Safety Committee and Police Chief to review and discuss.

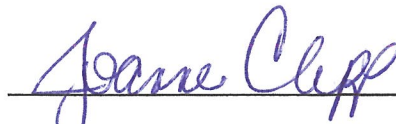
**Adjournment**

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

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



Carla Rospert, Council President



Joanne Clapp, Fiscal Officer