

**Village of Milan
Council Meeting
November 15, 2023**

November 15, 2023 Council Meeting was called to order with the Pledge of Allegiance by Mayor Pam Crosby.

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

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

Mayor Crosby thanked residents for re-electing her as the Village of Milan Mayor.

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

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

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

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

Motion by Rospert, seconded by McManus, to approve the Minutes of the October 25th Regular Council Meeting. Roll Call: Riddle – yes, McManus – yes, McIlrath – yes, Rospert – yes.

CITIZEN PARTICIPATION

Larren Wikel discussed with the Council about vacating a portion (per section 123.01 (b) of the Village Codified Codes) of East Merry Street and South Elm Street.

Motion by Rospert, seconded by McManus to authorize the Village Solicitor to draft an ordinance to vacate the portion of East Merry Street and South Elm Street as requested by Larren Wikel as an emergency. Roll Call: Riddle – yes, McManus – yes, McIlrath – yes, Rospert – yes.

Pam Crosby requested permission to use the Village square on July 13th and 14th for the Annual Antique Festival.

Motion by McIlrath, seconded by Riddle, to give permission to the Chamber of Commerce to use the Village Square on July 13th and 14th for the Annual Antique Festival and close Main Street and Park Street if necessary. Roll Call: McIlrath-yes, Riddle – yes, Rospert – yes, McManus – yes.

OLD COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – None

Safety – Mayor Crosby and Village employees attended the AMP Safety/OSHA Compliance Training on November 8th. Topic was GHS and Bloodborne Pathogens.

ODOT has received the Village's Ordinance to approve the suggested speed limit changes on South Main Street. The next step is ODOT to sign off on the proposed change, order the signage and installation.

Finance – None

Regional Planning, Building Codes & Inspection –Met with Jeff Stopar with Semro, Henry and Barga out of Toledo, on November 9ths on the Zoning Code reviews.

Utilities – The Digger Derrick sold for \$4,350.00 on GovDeals and was picked up on Friday, November 3rd.

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.

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 they picked up leaves daily and mulched the Village's parks and grounds.

Leaf pickup will be extended to November 30th.

Safety – A Safety Meeting is scheduled for November 29th to discuss Center Street parking.

NEW COMMITTEE BUSINESS – cont.

Finance – Fiscal Officer Clapp informed Council that at the end of October, Village revenue and expenditures should be at 83%. Expenditures for the departments were at 82% or below and revenue in the general fund is higher than 83% due to income tax collection is at 98% of the projected collection for the year. The financials were submitted on Google Drive and it was asked if the Council had any questions? No questions were asked.

Fiscal Officer Clapp informed the Council that on Tuesday, November 21st, she would be signing paperwork with Croghan Colonial Bank to open the Village accounts.

State audit update from the Auditors, "Financial side of the audit they have put the report together and sent that in for approval. Obviously, there is still a lot involved with the complaints."

Fiscal Officer Clapp inquired to the Council as to when they would like to have a Work Session to discuss employee pay raises and 2024 Year Budget. Council Work Session to be scheduled for December 14th.

Fiscal Officer Clapp responded to Council members' requests in reference to that of the Findings for Recovery from the State Auditor website as today, Mary Bruno owes the Village \$2,979.00.

Motion by McIlrath, seconded by McManus, to approve the Council Bills for the period of October 26th – November 15th. Roll Call: McManus – yes, Riddle – yes, McIlrath – yes, Rospert – yes.

Motion by Rospert, seconded by McManus, to approve the Utility Bills for the period of October 26th – November 15th. Roll Call: McIlrath-yes, McManus – yes, Riddle – yes, Rospert – yes.

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

Regional Planning, Building Code, and Inspection – The Zoning Inspector issued a Zoning Permit to 63 S. Edison Drive for a Solar Energy System.

Zoning Inspector is in the process of scheduling a Design Review Board meeting for 15 S. Main Street to paint the exterior.

Utilities –Water/Wastewater – Put up hydrant flags on the hydrants, prepped equipment for winter, and changed out two residential water meters.

The EPA, Northwest District office notified the Water/Wastewater Superintendent that over the next six months, collection of water samples will need to be taken due to the installation of the new aeration mixer for the water tower.

NEW COMMITTEE BUSINESS – cont.

Electric Department – Started setting new poles on Seminary Road for the New Power Looping Project, replaced several streetlights, continue working on the electrical upgrade project on Church Street, Huron Street to Williams Street with installing primary wiring, trimmed trees, removed a tree, and set poles.

Civic Contacts and Historical Preservation – The Jenkins Warehouse Commission met with Triad Architects out of Columbus for a site visit evaluation prior to offering a contract for services.

Parks and Trees – None

Records Commission – None

Citizens Property Maintenance Commission – None

Communications – This year’s Halloween Parade and Trick-or-Treat was attended by many and went well.

The Christmas Lighting Ceremony will take place on Friday November 24th at 6:00 p.m.

Council was reminded that the December Council Meeting had been moved to December 20th.

UNFINISHED BUSINESS

McManus inquired from Village Solicitor if this Council was doing anything illegal when passing Resolutions and Ordinances? Village Solicitor assured Council that they are not doing anything illegal.

McManus brought up a wide range of well-educated/trained Council members.

McManus educations are Undergrad K-3 education and pursuing obtaining a master’s degree in Pk-5 grade education.

Riddle has a bachelor’s degree in administrative business.

Rospert has a Bachelor of Science and has been in the nursing field for 40 years.

McIlrath has a bachelor’s in engineering from Bowling Green University and currently is Lead Designer.

Riddle requested Village Administrator Rospert to include in his Administrator Report what work the office is doing and an example of this would be how many public records request, utility shut off, etc.

LEGISLATION

Ordinance – Next Number will be 869-11-23

Resolution – Next Number will be 636-11-23

AN ORDINANCE AUTHORIZING AND DIRECTING THE FISCAL OFFICER TO CHANGE THE VILLAGE’S ACCOUNTING AND PAYROLL SYSTEM FROM SSI TO UAN AND DECLARING AN EMERGENCY

Motion by McManus, seconded by Riddle, to bring this Ordinance to its second reading by title only.

Roll call: McIlrath-yes, McManus-yes, Riddle-yes, Rospert-yes.

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

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

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

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

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


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

Questions for Next Meeting

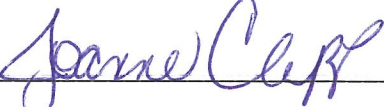
Adjournment

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

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



Carla Rospert, Council President



Joanne Clapp, Fiscal Officer