

**Village of Milan
Council Meeting
January 24, 2024**

January 24, 2024, 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, Naufel – yes.

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

Motion by Taylor, seconded by McIlrath, to nominate and elect Carla Rospert for Council President, one-year term.

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

Council Committee’s will remain the same from last year.

Motion by McManus, seconded by Shafer, to pass the Rules of Council as presented.

Roll Call: Shafer – yes, McIlrath – yes, Naufel – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Motion by McIlrath, seconded by McManus, to approve the Minutes of the December 20th Regular Council Meeting. Roll Call: Naufel – yes, Taylor-yes, Shafer-yes, McManus – yes, McIlrath – yes, Rospert – yes.

Motion by McManus, seconded by Rospert, to approve the Minutes of the January 18th Work Session Meeting. Roll Call: Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes, Naufel – yes.

CITIZEN PARTICIPATION

Greg Cumston on behalf of the Milan Township Trustees discussed with the Council to have the Milan Police Department lock up the comfort stations each night. The Council is ok with Milan Township’s request that the Police Department lock up the comfort stations Sunday through Thursday, for winter hours/days, between the hours of 8:00pm – 11:00pm each night, and to make sure the building is secure.

OLD COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – The Village received the Erie County Recycling Grant award in the amount of \$804.00. Submission for reimbursement of the yard waste dumpster cost for the year.

Safety – Employees of the Street, Electric, Water, and the Utility Office attended the AMP Safety/OSHA Compliance Training on January 10th. Topic was Year in Review.

Finance – None

Regional Planning, Building Codes & Inspection – Jeff Stopar continues working on the Village Zoning Code review. A follow up meeting will be scheduled.

Utilities –The Water/Wastewater Department took delivery of the new Chevy 2500 HD truck on December 21st. To date, they installed a strobe light, had the bed liner sprayed, and the undercarriage sprayed with a rust prohibitor.

The old Water/Wastewater F-350 truck sold on GovDeals for \$8,300.00 and the Jeep Patriot sold on GovDeals for \$8,940.00.

Civic Contracts and Historical Preservation – None

Parks and Trees – None

Records Commission – 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 – Cleaned, prepped, and painted the chip box, plowed and salted streets and prepped vehicles for decals that were applied this past month. A sign inventory list was created for all street signs that are currently in place.

Safety – None

Finance – Fiscal Officer Clapp indicated to Council she would like to post the Year 2024 Budget that was passed at the December 20th Council meeting on the Village website and starting this year after balancing for the month to post the monthly Fund Summary, Appropriation Summary and Revenue Summary on our Village website. The Council was Ok with the Budget and monthly Fund Summary, Appropriation Summary and Revenue Summary being posted on the website because this shows transparency.

NEW COMMITTEE BUSINESS – cont.

Finance cont. – Fiscal Officer Clapp stated that she has provided them with a comparison Year End report, comparing where the Village end Year 2022 to ending Year 2023.

Fiscal Officer Clapp informed Council that starting in February she is considering submitting most of the Village Account Payable checks payment online through Croghan Colonial Bank secure website instead of issuing paper checks. Besides the Fiscal Officer having online access the Mayor and Administrative Supervisor also have access.

Fiscal Officer Clapp stated that later in the agenda there are two items under legislation, amending Permanent Appropriations and Then/Now Purchase Orders, which are a result from changing software providers.

Fiscal Officer Clapp informed the Council the Village has not received a payment from Mary Bruno for her finding for recovery of \$2,979.00.

Motion by Taylor, seconded by McIlrath, to approve the Council Bills for the period of December 21st – January 24th. Roll Call: Shafer – yes, McManus – yes, Naufel – yes, McIlrath – yes, Rospert – yes, Taylor-yes.

Motion by McManus, seconded by Naufel, to approve the Utility Bills for the period of December 21st – January 24th. Roll Call: McIlrath – yes, Taylor – yes, Shafer – yes, McManus – yes, Naufel – yes, Rospert – yes.

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

Regional Planning, Building Code, and Inspection – A Design Review Board meeting was held on January 23rd for 15 S. Main Street to paint the exterior of the building, and for 9 N. Edison Drive for a Solar Array. The Board determined the following: For 9 N. Edison Drive, the Edison Birthplace Office, Solar Array, the Board received a letter from Tucker Ellis LLP, who are representing Richard Kiser, Successor Trustee of the Carole S. Kiser Trust and owner of real property located at 9 E. Front Street, objecting this Solar Array and sited several zoning infractions. The Board will submit the letter and support material to the Village Solicitor for a legal review. Once the review is completed, a continuance meeting will be scheduled. 15 S. Main Street, the Invention Restaurant, the Board approved repairing damaged wood on the front side top, fascia and over the south side door, painting the structure white with black trim and tuck pointing the south wall. The property owner did present that in the future he will address the cooking vent on the south wall and is considering removing the awning on the front side.

NEW COMMITTEE BUSINESS – cont.

The Boundary and Annexation Survey was completed and submitted this past month.

The Zoning Inspector issued a Fence Permit for 98 Liberty Street. Building Permits were issued for 9 N. Edison Drive for interior ADA renovations and 63 S. Edison Drive for a Solar Energy System.

Motion by McIlrath, seconded by Naufel, to accept Mayor Crosby's recommendation to re-appoint Jeff Huber to the Board of Zoning Appeals for a 4-year term ending December 31, 2027.

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

Motion by McManus, seconded by Shafer, to accept Mayor Crosby's recommendation to appoint Greg Mehling to the Board of Zoning Appeals for a 4-year term ending December 31, 2027.

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

Utilities – Water/Wastewater read meters, attended a water distribution training in Sandusky that was hosted by Winn Supply.

Bergren Associates installed 2 Mission auto dialers at the Indian Acres and Landsdown lift stations. These units are wireless and call out the wastewater department if there is an alarm. The employees have an app on their phones that alerts them to how the systems are working. All three lift stations now have Mission auto dialers.

On January 16th they were called out to the Landsdown lift station for an issue in the wet well, repair was made to a bad pressure transducer, with the help of the Electric Department.

Utility Office – The office prints out approximately 735 utility bills each month for electric, water and sewer customers located inside and outside the Village limits. 35 shut off notices were issued in December. As of January 18th, 563 customers are enrolled in the One Call Now/OnSolve service.

Electric Department – read meters and continue to work on the Electrical Upgrade Project.

Christmas lights and decorations were taken down in the square and at the Milan Township Town Hall.

NEW COMMITTEE BUSINESS – cont.

Saturday January 13th, a report of a power outage in select areas of the Village. After several hours, not being able to locate the issue, the previous Electric Superintendent Lew Kalin was contacted and came in to assist with trouble shooting. It was originally thought the issue was fixed; however, additional reports of outage were received. Monroeville Electric Department was also contacted for assistance and previous Electric Superintendent Lew Kalin returned. After about 12 hours electrical power was restored. It was determined that the issue was a neutral line came into contact with the primary lines at the intersection of Merry Street and Liberty Street. Administrator Rospert commended the employees, Lew Kalin and the Monroeville Electric Department, for their efforts in working in such extreme conditions and fixing this issue. A thank you note was received from Fred and Connie Rockwell to the employees for fixing the issue and for working in such extreme conditions. It is recommended that a \$100.00 gift card be presented to the previous Electric Superintendent Lew Kalin for assisting the Village during this time of need.

Saturday January 20th Electric Department Supervisor, Tyson Metz was called for a power issue on Lockwood Road. It was determined that an electric stove top was short circuiting causing half power to the residence. It was Tyson's quick actions that averted a potential house fire.

Two new pad mount transformers were ordered, one for the Milan Library and one for Edison Elementary School. These units will be compliant with the Village electrical upgrade project. The Village and each entity will equally share in the cost of the new transformer(s), along with equally share of any recycling credit allocated with the old transformer. The Village Electric Department will assist with the removal of the old transformer(s) and installation of the new transformer(s). Milan Library and Edison School both signed the contract agreements.

Motion by McManus, seconded by McIlrath, to purchase a \$100.00 gift card for Lew Kalin for assisting the Electric Department on Saturday January 13, 2024, during a power outage.
Roll Call: McIlrath – yes, Taylor – yes, Shafer – yes, McManus – yes, Naufel – yes, Rospert – yes.

Civic Contacts and Historical Preservation – Motion by Rospert, seconded by McIlrath, to accept the Edison Birthplace recommendation to re-appoint Ron Cull as the Edison Birthplace member of the Jenkins Warehouse Commission for a term of 3-years ending December 31, 2026.

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

Motion by McManus, seconded by Naufel, to accept the Milan Chamber of Commerce recommendation to appoint Jill Cumston as the Milan Chamber of Commerce member of the Beautification Commission for a term of 3-years ending December 31, 2026.

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

Parks and Trees – Ohio Tree removed a dead maple tree in the Village tree lawn near Edison Birthplace.

NEW COMMITTEE BUSINESS – cont.

Motion by Taylor, seconded by McIlrath, to accept Mayor Crosby’s recommendation to re-appoint Craig Naufel to the Parks and Activities Commission for a 3-year term ending December 31, 2026.

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

Motion by McManus, seconded by Naufel, to accept Mayor Crosby’s recommendation to appoint Troy Nemitz to the Tree Commission for a 3-year term ending on December 31, 2026.

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

Records Commission – Records Coordinator reports that there were two record requests in December 2023 and are completed. Two requests were open for January 2024 that she recently has completed.

Citizens Property Maintenance Commission – Motion by McIlrath, seconded by McManus, to accept Mayor Crosby’s recommendation to re-appoint Randy Glovinsky to the Citizens Property Maintenance Commission for a 6-year term ending December 31, 2029.

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

Communications – Employee evaluations were completed earlier in the month.

UNFINISHED BUSINESS

None

LEGISLATION

Ordinance – Next Number will be 879-1-24

Resolution – Next Number will be 638-1-24

AN ORDINANCE ALLOWING UNDER-SPEED VEHICLES (GOLF CARTS) AND UTILITY VEHICLES ON CERTAIN ROADS AND STREETS IN THE VILLAGE OF MILAN.

Motion by Taylor, seconded by Shafer, to bring this Ordinance to the first reading by title only.

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

AN ORDINANCE CREATING PARKING RESTRICTIONS FOR CENTER STREET AND LIBERTY STREET IN THE VILLAGE OF MILAN.

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

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

LEGISLATION CONT.

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 McIlrath, to suspend the rules.

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

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

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

A RESOLUTION TO AUTHORIZE THE FISCAL OFFICER TO MAKE PAYMENTS BASED ON A THEN AND NOW CERTIFICATE FOR PURCHASES AND DECLARING AN EMERGENCY.

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

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

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

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

A RESOLUTION OF NECESSITY PURSUANT TO SECTION 5705.03 OF THE REVISED CODE REQUESTING THE ERIE COUNTY AUDITOR TO CERTIFY TO THE COUNCIL OF THE VILLAGE OF MILAN, ERIE AND HURON COUNTIES, OHIO, THE TOTAL CURRENT TAX VALUATION OF THE VILLAGE OF MILAN, OHIO AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY THE RENEWAL OF A FOUR (4) MILL TAX LEVY FOR GENERAL CONSTRUCTION, RECONSTRUCTION, RESURFACING, AND REPAIR OF STREETS, ROADS AND BRIDGES.

Motion by McIlrath, seconded by McManus, to bring this Resolution to the first reading by title only.

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

A RESOLUTION ESTABLISHING AN EARNED BENEFIT FUND FOR THE VILLAGE OF MILAN.

Motion by Rospert, seconded by Taylor, to bring this Resolution to the first reading by title only.

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

Questions for Next Meeting

Council President Rospert inquired about residents responsible for shoveling and maintaining snow removal from sidewalks. Village Administrator will speak to Chief Meister on this issue.

Council President Rospert mentioned she would like the Village Administration to patronize the local gas station instead of traveling outside the Village.

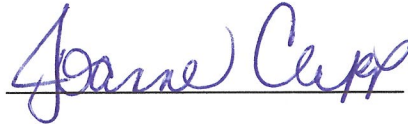
Adjournment

Motion by McManus, seconded by Shafer, to adjourn tonight's meeting at 7:20PM.

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



Carla Rospert, Council President



Joanne Clapp, Fiscal Officer