

**Village of Milan  
Council Meeting  
August 28, 2024**

August 28, 2024, Council Meeting was called to order with the Pledge of Allegiance by Mayor Pam Crosby at 6:30 P.M.

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

Motion by McIlrath, seconded by McManus, to excuse Nate Shafer from tonight’s meeting because he was required to work overtime at his place of employment. Roll Call: Taylor – yes, Shafer – absent, Naufel – yes, McManus – yes, McIlrath – yes, Rospert – yes.

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

Motion by McManus, seconded by Rospert, to approve the Minutes of the July 24<sup>th</sup> Regular Council Meeting. Roll Call: Taylor – yes, Shafer – absent, Naufel – yes, McManus – yes, McIlrath – yes, Rospert – yes.

**CITIZEN PARTICIPATION**

Andrea Schoenherr - Requested approval from the Council for the Cub Scouts to use the Village Square for their annual carnival one day either on September 18, 19, 25 or 26.

Motion by McIlrath, seconded by McManus to allow the Cub Scouts to hold their annual carnival on the square one day either on September 18, 19, 25 or 26 . Roll Call: Taylor – yes, Shafer – absent, Naufel – yes, McManus – yes, McIlrath – yes, Rospert – yes.

**OLD COMMITTEE BUSINESS**

**Streets, Sidewalks and Storm Sewers** – Tom Gfell, with Milan Inttiques, was able to sell the old street signs on consignment over the last year and submitted a check for \$700.00 for the signs.

**Safety** – None

**Finance** – None

**Regional Planning, Building Codes & Inspection** – None

### **OLD COMMITTEE BUSINESS – cont.**

**Utilities** – Administrator Rospert provided the Council with an update on the Water Tower Rehabilitation Project, we are in the process of applying for the Ohio Public Work Commission Grant this fall. On Thursday, August 22<sup>nd</sup> a Public Hearing was held to discuss the Water Tower Project, the detailed design, the estimated costs, and photos of the areas of replacement parts and repairs. Under Legislation tonight is a Resolution authorizing the Mayor to apply for the Ohio Public Works Grant. Erie County Commissioners and Erie County Health Department submitted letters of support for the project. It is suggested by Fiscal Officer and Village Administrator that Council give consideration of matching ten percent of the estimated construction cost for the OPWC Grant in the amount \$45,125.00 to use the Capital Improvement Fund. The overall Opinion of Probable Construction Cost is \$451,250.00. Village Administrator informed the Council that Village Solicitor will write an Ordinance to authorize the use of the Capital Improvement Fund providing the Village receives approval on receiving the OPWC Grant. If the OPWC Grant is not received, the money will remain in the Capital Improvement Fund.

Motion by McIlrath, seconded by McManus to spend \$45,125.00 from the Capital Improvement Fund for the Water Tower Rehabilitation Project grant, Village matching fund portion.  
Roll Call: Shafer – absent, McManus – yes, Naufel – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

**Civic Contracts and Historical Preservation** – None

**Parks and Trees** – Ohio Tree trimmed and dead wooded fifteen trees on Chippewa Drive this past month.

**Records Commission** – None

**Citizen Property Maintenance** – Village Solicitor provided the Council with an update on the property owner of 1 East Front Street property maintenance violations. The complaint has been filed and a court date has been set.

The Council requested an update on the property owner on Center Street, regarding the property maintenance violations. The Village Solicitor is to follow up with the owner's divorce attorney.

### **NEW COMMITTEE BUSINESS**

**Streets, Sidewalks and Storm Sewers** – The Street Department completed the following tasks: Continued mowing parks and roadsides, sprayed weeds. Painted the white parking spaces, crosswalks and stop bars in the Village, picked up brush and yard waste, and prepped the Village and square for the Melon Festival.

Tom Weilnau was in to mow weeds along the roadsides, at the Wastewater Department and select areas for the Electric Department this past month.

**NEW COMMITTEE BUSINESS – cont.**

**Safety** – Mayor Crosby and Village employees attended AMP Safety Training topic was “That is What We Do.”

**Finance** – Fiscal Officer Clapp stated the Village received \$23,987.95 in interest for July.

Fiscal Officer Clapp explained the Appropriation legislation changes that she is requesting council approval on tonight. In the Police Department the beginning of the year approved appropriations total will not change we are just moving appropriated funds from the Police Capital (decrease) to Police Expense (increase), Wages and Benefits (increase) for legal fees, part-time OPERS pension and clothing allowance because we received a grant for bullet proof vest. Increase State Auditor Fee to cover the two-year audit and additional charges for the prior audit. Increase Income Tax Admin Fee this is the retainer the RITA charges the Village to collect our income tax. Transfers out to Earned Benefits. 2091 Law Enforcement Training salaries increase for Police training in which we receive reimbursement from the State. Adding 2904 Earn Benefits wages of \$20,000 for the employee requested payouts. Increase Capital Improvements for the grant we received and increase water tower project for the loan we received (I contacted State Auditor Local Government on how this loan is to be recorded on the Village books).

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

Motion by Naufel, seconded by McManus, to approve the Utility Bills for the period of July 25<sup>th</sup> – August 28<sup>th</sup>. Roll Call: McIlrath – yes, Taylor – yes, Shafer – absent, McManus – yes, Naufel – yes, Rospert – yes.

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

**Regional Planning, Building Code, and Inspection** – The Planning Commission met on August 6<sup>th</sup> to begin reviewing language for Short Term Rentals. A continuance meeting has been set for Tuesday, September 17<sup>th</sup> at 6:00 P.M.

The Zoning Inspector has issued Zoning Permits for a pool at 8 Old State Road and a shed at 44 Broad Street. Building permits were issued to 145 S. Center Street for an electrical permit, 58 Lockwood Road for a front entry porch and 10 E. Church Street for a roof permit. Property Maintenance Notices were sent to 73 S. Main Street to remove debris and garbage, and 91 S. Edison Drive for weeds/grass.

**NEW COMMITTEE BUSINESS – cont.**

**Utilities** – Water/Wastewater performed the following tasks: Along with their normal maintenance duties and testing requirements for the EPA, worked with Erie County Water to determine the issue with the Master Meter and identify that the battery was weak and needed to be replaced. Erie County Water replaced that battery, and the system was able to calculate the missed readings. Repaired a water meter at 16 E. Church Street.

R.A. Bores was in to replace a fire hydrant on Elm Street.

Bergren Associates were in to calibrate the flow meter at the influent of the Wastewater Treatment Plant.

The Electric Department performed the following tasks: Along with their normal duties read meters, began prepping for the Melon Festival, sprayed weeds at the substations and around the water tower. Set new poles and transferred the electrical equipment over to the new poles on Seminary Road, Perrin Road, Judson Street and Broad Street.

Joe Hamilton attended the AMP Line workers training the week of August 12<sup>th</sup> in Columbus.

On August 6<sup>th</sup> there was a power outage that took out one of the circuits that was caused by a large branch coming down on Bank Street.

**Civic Contacts and Historical Preservation** – Motion by McIlrath, seconded by McManus, to allow the Milan Township Fire Department to close N. Center Street from Church Street to Front Street on Sunday September 1<sup>st</sup> during the hours of 8:00 A.M. to 5:00 P.M. for their annual barbeque.

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

Motion by McManus, seconded by Naufel, to accept Jim Penwell’s resignation from the Jenkins Warehouse Commission effective July 30, 2024.

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

**Parks and Trees** – Ohio Tree was in this month to remove a Maple Tree at 71 Elm Street and the Tree Commission approved the removal of a large Oak Tree at 93 Liberty Street.

**Records Commission** – Motion by Rospert, seconded by McIlrath, to accept Amanda Mesenburg resignation from the Records Coordinator and Records Commission, effective August 14, 2024.

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

Council President Rospert extended from the Council a Thank You and appreciation to Amanda for her service with the Village.

**NEW COMMITTEE BUSINESS – cont.**

Motion by Naufel, seconded by McIlrath, to accept Mayor Crosby's recommendation to appoint Greg Mehling to the Records Commission as the Citizen appointed by the mayor.

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

The Records Commission has scheduled a meeting for Tuesday September 10<sup>th</sup>, for the Village's second meeting of the year.

**Citizens Property Maintenance Commission – None**

**Communications** – Village Administrator read a letter received from Kyle Stevens, who lives in a rental above Jim's Pizza Box pertaining to parking during Labor Day weekend. Kyle is asking for the Council to consider having parking spaces blocked off for renters who live above the west side businesses. Currently, the Edison Music Boosters provide two parking spaces for the renters, however, when they leave to go somewhere and come back the parking lot is full, and they have nowhere to park.

The Council requested that the Edison Music Booster have 10 parking spots reserved/marked off for the residents that rent above the west side businesses.

Village Administrator informed the Council that no parking on Center Street during the Melon Festival has been posted to the Villages Facebook page.

The Village Administrator provided the Council with a list of grants submitted and secured for various projects throughout the Village. The Village was awarded these grants from 2018 through 2024. Total amounts received in grants is \$760,771.87. The Council would like this information posted on the Village Facebook.

Council President Rospert informed the Council that she had a resident reach out to her inquiring if the Village insurance would be able to provide a rider or go to the voters about allowing employees leaving to go on fire calls and using their breaks. Village Administrator indicated that the prior Fiscal Officer did look into it and found that Worker's Compensation insurance would be too costly to allow for this.

Councilmember Rospert informed the Council that she attended the Ohio Municipal League Conference that was held earlier this month and a topic that was presented was about Navigation crisis situations. The society today public officials are being tried in the public opinion instead of the court of law.

Councilperson McIlrath informed the Council that he cancelled Republic Services and they charged a fee of \$86.00 to pick up their totes. He would like to know if maybe the Village could go out to bid and restrict it to one trash hauler within the Village. The Council will discuss at a future Council Work Session.

**UNFINISHED BUSINESS** – None

**LEGISLATION**

Ordinance – Next Number will be 892-8-24

Resolution – Next Number will be 647-7-24

**AN ORDINANCE REPEALING ORDINANCE NO. 881-3-24 AND CREATING PARKING RESTRICTIONS FOR CENTER STREET AND LIBERTY STREET IN THE VILLAGE OF MILAN**

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

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

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

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

**AN ORDINANCE TO LEVY A PERMISSIVE MOTOR VEHICLE LICENSE TAX PURSUANT TO OHIO REVISED CODE SECTION 4504.172 FOR THE VILLAGE OF MILAN, OHIO**

Motion by Rospert, seconded by McIlrath, to bring this Ordinance to the third reading by title only.

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

Motion by McManus, seconded by Naufel, to adopt by title only.

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

**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: Naufel – yes, Shafer – absent, McManus – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

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

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

**AN ORDINANCE PLACING A MORATORIUM ON THE OPERATION OF ANY SHORT TERM RESIDENTIAL REAL ESTATE RENTALS IN THE VILLAGE OF MILAN**

Motion by McManus, seconded by Rospert, to bring this Ordinance to the second reading by title only.

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

**LEGISLATION cont.**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE FISCAL OFFICER TRANSFER OF EIGHTY-SEVEN THOUSAND, NINE HUNDRED, THIRTY-ONE DOLLARS AND ZERO CENTS (\$87,931.00) FROM THE GENERAL FUND (1000) TO THE EARN BENEFITS FUND (2904) OF THE VILLAGE OF MILAN, OHIO, AND DECLARING AN EMERGENCY**

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

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

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

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

**A RESOLUTION AUTHORIZING THE MAYOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED AND DECLARING AN EMERGENCY**

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

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

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

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

**Questions for Next Meeting**

**Adjournment**

Motion by Taylor, seconded by Naufel, to adjourn tonight’s meeting at 7:46 P.M.

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

  
Carla Rospert, Council President

  
Joanne Clapp, Fiscal Officer