

**Village of Milan
Council Meeting
September 25, 2024**

September 25, 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 – yes, McManus – yes, McIlrath – yes, Naufel - absent.

Motion by Rospert, seconded by McIlrath, to excuse Naufel from tonight’s meeting. Roll Call: Taylor – yes, Shafer – yes, Naufel – absent, McManus – yes, McIlrath – yes, Rospert – yes.

Also, present – Mayor Pam Crosby, Village Administrator Brian Rospert, Fiscal Officer Joanne Clapp, and Attorney Gabriela Toscano (for Village Solicitor James Barney).

Motion by Taylor, seconded by McManus, to approve the Minutes of the August 28th Regular Council Meeting. Roll Call: Taylor – yes, Shafer – yes, Naufel – absent, McManus – yes, McIlrath – yes, Rospert – yes.

CITIZEN PARTICIPATION

Sue Daugherty (Serving Our Seniors)– Thank you to Mayor for represent the Village of Milan and attending the Affordable Housing Forum. Would the Village consider at looking at the recommendation for affordable housing and zoning code changes for small homes for seniors?

Zach Rospert inquired from Council about closing Center Street between Church Street and Mary Street on November 9th for the Holly Run between the hours 8:00AM-Noon.

Motion by McManus, seconded by McIlrath, to close Center Street between Church Street and Mary Street on November 9th for the Holly Run between the hours 8:00AM-Noon and no parking on Center Street Friday night until the race is completed. Roll Call: Shafer- yes, Naufel- absent, Taylor-yes, McManus- yes, McIlrath-yes, Rospert- abstain.

Executive Session

Motion by McIlrath, seconded by Taylor, to enter into Executive Session at 6:40 pm over employment and compensation of a public employee and invite Village Solicitor in.

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

Executive Session cont.

Motion by McManus, seconded by Shafer, to return to Regular Meeting at 7:04pm.

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

McIlrath made a statement that at this time after coming out of executive Council had decided on not hiring the fourth police officer.

OLD COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – A.J. Riley was in on September 16th to pave Melanie Lane in the Sleepy Hollow subdivision. The Street Department followed up the next day by berming the roadway and seeding.

Safety – We received the signed copy of the Erie County Community Investment Grant from the Erie County Commissioners this month for the Athletic Field Sidewalk Project. Due to the timing of this grant award, it is advised to bid this project out in late winter or early spring. If we were to bid the project out this year, we would not be able to award the work until mid to late October, leaving the contractor only a short period of time to complete the work before winter. Council is ok with delaying the construction on this project until next spring.

Finance – None

Regional Planning, Building Codes & Inspection – Administrator Rospert provided the Council update on the Property Maintenance notices to 73 S. Main Street to remove debris and garbage and 91 S. Edison Drive for grass/weeds, that both notices have been resolved

Utilities – Administrator Rospert provided the Council with an update on the Water Tower Rehabilitation Project Ohio Public Work Commission submitted grant application. Administrator Rospert is one of the members of the scoring committee for our district. The scoring committee went and looked at the ten applications that were submitted on Thursday the 19th. The scoring committee met on Monday the 23rd to score each project. Unfortunately for the Village, our project did not score high enough to take it to the next level. The Village does qualify for the Small Government portion of the grant, which is extremely competitive. The Village should learn later this year or the first of the new year if we will get funded.

Civic Contracts and Historical Preservation – None

Parks and Trees – The Street, Water, and Electric Departments worked together to clean up after the Melon Festival. Speaking with Chief Meister, he reported no significant issues during the festival.

Records Commission – None

OLD COMMITTEE BUSINESS – cont.

Citizen Property Maintenance – Village Solicitor provided the Council with an update on the property owner of 1 East Front Street Property Maintenance Violations. Mr. Lynch was cited on September 18th \$250 plus court cost and 30 days in jail. The judge suspended \$150 and 30 days in jail provided brings property into compliance within 6 months.

NEW COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – The Street Department completed the following tasks: Continued mowing parks and roadsides, sprayed weeds, picked up brush, weed whip guardrails and watering our young trees.

Contracted with Tex Seal to asphalt seal and restripe the parking lot behind the west side businesses. This work was scheduled for September 23rd however, with the inclement weather forecast we pushed it to September 30th.

The Street Department is getting pricing to replace our 2015 Ford F-250 pickup and our 2012 F-550 dump truck. The State Contract expires on September 30th and the new contract will be issued in October. We are budgeting \$62,000 for a new pickup truck with a plow package and \$140,000 for a new dump truck with plow/spreader package, going off the 2024 pricing. It is suggested, if the Council approves, that we utilize our Capital Improvement Funds for these purchases. We did receive a price of \$68,069.77 to purchase a 2024 Chevy 6500 chassis and cab, the same truck that we purchased in 2022, for \$2,551.87 cheaper. Council advised to have them hold the truck and to have a Special Council meeting on October 1st to vote to approve the purchase of the cab and chassis Chevy 6500.

Safety – Mayor Crosby and Village employees attended AMP Safety Training topic was “Backing and Spotting”. After the meeting, our AMP safety trainer did a walk-through of our facilities to point out potential safety issues.

McIlrath read Chief Meister’s recommendation to accept Officer Taylor’s resignation effective September 9, 2024.

Motion by Taylor, seconded by Shafer, to accept Shaun Taylor’s resignation effective September 9, 2024, from the Milan Police Department.

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

Finance – Fiscal Officer Clapp stated the Village received \$23,990.83 in interest for August and on September 18th the Federal Reserve cut interest rates a half-point, which will reduce our amount of interest we will be earning in the future. Croghan Colonial Bank will be changing our checking account per month interest rates from 4.25% to 3.75%.

Fiscal Officer Clapp informed the Council that the Departments are starting to work on their departments’ Year 2025 Budget.

NEW COMMITTEE BUSINESS – cont.

Motion by Rospert, seconded by McIlrath, to approve the Council Bills for the period of August 29th – September 25th. Roll Call: Shafer – yes, McManus – yes, Naufel – absent, McIlrath – yes, Rospert – yes, Taylor –yes.

Motion by McManus, seconded by Shafer, to approve the Utility Bills for the period of August 29th – September 25th. Roll Call: McIlrath – yes, Taylor – yes, Shafer – yes, McManus – yes, Naufel – absent, Rospert – yes.

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

Motion by Rospert, seconded by McIlrath, to amend the Personnel Policy 5.3 A. and H. to read the following language:

A. In addition to any leave of absence, each employee working on a full-time basis shall be entitled to the following holidays as they occur during the period of his or her employment with full pay.

H. If a full-time police officer works on a holiday, he or she shall be entitled to the equivalent of such holiday, if his or her work does not permit such time to be taken chronologically, with such holiday time to be taken within 365 days of its accrual.

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

Motion by Taylor, seconded by McManus, to amend the Personnel Policy 4.1 C. to include the following language: A standard workweek will generally consist of five (5) eight (8) hour workdays, **except for the police department**.....

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

Motion by McIlrath, seconded by Taylor, to amend the Personnel Policy 4.3 A to read the following language:

1. In general, Village employees will not work more that forty (40) hours in a single work week.

Full time police officers generally will not work more than eighty-five and one-half (85.5) hours in a two week period.....

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

Regional Planning, Building Code, and Inspection – The Planning Commission reconvened on September 17th to review language for Short Term Rentals. They have set the date of October 1st at 6:00 P.M. to reconvene the meeting.

The Zoning Inspector has issued no Zoning or Building Permits. He is investigating an unpermitted shed at 36 Church Street and contacted the owner to advise him of the regulations and the required permits.

NEW COMMITTEE BUSINESS – cont.

Administrator Rospert provided the Council with the proposed Ordinance to levy hotel lodging tax for the Village of Milan. Council would like to have a work session to discuss in more detail.

Utilities – Water/Wastewater performed the following tasks: Along with their normal maintenance duties and testing requirements for the EPA, they changed out a water meter on Riley Road that quit working, continued to work on their lead service line inventory project for the EPA throughout the month. They must supply a physical address, the service line material (lead, copper, plastic or galvanized), and a GPS location with latitude and longitude address for each water meter in our system. They are trying to complete this project and turn it in to the EPA by the end of the month. This project was completed on September 25, 2024.

We hired R.A. Bores to investigate and repair a sink hole on Elm Street and on W. Williams Street. They are planning to excavate these areas to investigate the issues.

They met again with Great Lakes Electric on issues we are still having with the new generator that was installed earlier this year.

The Electric Department performed the following tasks: Along with their normal duties read meters, continue to work on their proper system fusing program with our electrical engineer Al Berger, removed an old pole on Judson Street and installed a new pole on Center Street and had a planned outage to move power over to the new pole and completed the project, performed a meter audit of all our meters in the system and will begin replacing the older meters, completed an emergency exit and emergency lighting audit within all Village buildings and will replace multiple units with new LED style lighting and continued with their Electric Upgrade Project by installing a neutral wire on Center and Merry Streets.

Administrator Rospert informed the Council that Nancy Justice submitted her letter of retirement effective for October 31, 2024. Nancy had been a great employee for our Village for over the past twenty-five plus years. She has been a dedicated employee during her time with the Village and she will be missed. Julie would like to add that it has been a pleasure working alongside Nancy, not only over the past twenty-two years Julie has been with the Village in the Utilities Office, but her prior years working with Nancy at Kmart. She wishes Nancy all the best in her retirement. We would like to post this position immediately to be able to hire someone and to begin training.

Motion by McManus, seconded by Rospert, to accept Nancy Justice's retirement resignation effective October 31, 2024, after 25+ years of employment with the Village.

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

Administrator Rospert informed the Council that we learned through AMP that our projected purchase power supply costs will increase beginning in June of 2025. All electric consumers in PJM's 13- state footprint will experience a surge in energy rates in response to these new capacity prices. Power costs will be impacted by an increase in PJM's capacity costs. There are several factors contributing to the rise in capacity prices: 1) PJM's forecasted peak demand has

NEW COMMITTEE BUSINESS – cont

increased substantially, with much of the new load coming from large data centers, which can consume as much power as a small city. 2) Recent reliability challenges during cold weather events and more intermittent generation have caused PJM to expand its generation capacity requirements. 3) Several power plants have retired for financial and regulatory reasons in the past few years. Meanwhile, new generation has not been constructed quickly enough to offset the loss of supply.

Administrator Rospert informed the Council that IGS Energy, our contracted gas aggregator, will be sending opt-out letters to our residents on our gas aggregation program on October 4th. Our new rate will go into effect in December of 2024 with a fixed rate of \$0.575 per CCF, plus applicable state and local taxes through November of 2026 billing period.

Civic Contacts and Historical Preservation – None

Parks and Trees – Motion by Taylor, seconded by McIlrath, to allow the Parks and Activities Commission to host the Annual Halloween Parade at 4:00 P.M. on Sunday, October 27th with Trick or Treat immediately following and ending at 6:00 P.M.

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

Records Commission – Fiscal Officer Clapp informed the Council that we received two public records requests since last month's Council meeting and the requests have been completed.

Fiscal Officer Clapp informed the Council that the Records Commission held a meeting on September 10th and they approved the RC-2 for the Utility Department, Mayor Court and General Financial Records to be submitted to the Ohio History Connection for their approval to include the disposal of remote deposit capture checks.

Citizens Property Maintenance Commission – None

Communications – Julie will be attending the Mayor's Court 2024 Fall Conference in Hamilton, Ohio. This conference includes educational sessions, networking, presentation by Ohio Crime Victim Justice Center on Marcy Law Updates, Ohio BMV Record Sealing, and speakers on topics such as noticing and response to someone in crisis, along with breakout sessions.

UNFINISHED BUSINESS –

Councilmember Rospert inquired about creating an Indigent Burial Policy in which Council would like to discuss at a work session.

LEGISLATION

Ordinance – Next Number will be 896-9-24

Resolution – Next Number will be 648-9-24

LEGISLATION cont.

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

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

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

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

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

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 AND DECLARING AN EMERGENCY

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

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

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

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

Questions for Next Meeting

Adjournment

Motion by McIlrath, seconded by Taylor, to adjourn tonight’s meeting at 8:35P.M.

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


Carla Rospert, Council President


Joanne Clapp, Fiscal Officer