

**Village of Milan
Council Meeting
November 20, 2024**

November 20, 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 – absent, McIlrath – yes, Naufel – yes.

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

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

Motion by Rospert, seconded by McIlrath, to approve the Minutes of the October 23rd Regular Council Meeting. Roll Call: Taylor – yes, Shafer – abstain, Naufel –yes, McManus – absent, McIlrath – yes, Rospert – yes.

CITIZEN PARTICIPATION

James Tolbert expressed his safety concerns with the Council about Center Street parking at the intersections of Wilcoxson and Center Street.

Cindi Rospert, Director of the Edison Birthplace discussed to increase the signage (banners) from ten to twenty with the Council.

Motion by McIlrath, seconded by Naufel, to allow for the Edison Birthplace the installation of for twenty banners (replacing ten and adding ten new) to be installed on electric poles utilizing Village Electric Department to install and two street signs one on US 250 South and one on South Main Street near the Village limits. Roll Call: Shafer- yes, Naufel- yes, Taylor-yes, McManus- absent, McIlrath-yes, Rospert- abstain.

OLD COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – RMH Concrete completed our 2024 Sidewalk Replacement Project on Center Street and other areas around the Village including a curb repair in front of the post office.

Clark Equipment indicated that the new Chevy 6500 dump truck and snowplow should be completed this week or next.

The contractor was in and recalibrated the radar feedback signs on South Main Street to assure they are operating properly.

Precision Paving was in and paved wedge coat of asphalt material on Milan Manor Road hill. We believe that this will correct the safety issue until a permanent repair can be made. The soil boring company needs to provide the Village with a cost estimate for their services.

Safety – None

Finance – None

Regional Planning, Building Codes & Inspection – The Planning Commission met on Short Term Rentals, numerous times, and produced two potential ordinances for Council to consider: Option 1: A simple shorter Short Term Rental Permit Ordinance for Council to consider allows for 10 Short Term Rental Permits in R1 and R2 Residential Districts south of Merry Street. A one-time \$75 Zoning Permit fee with an annual renewal at no cost. Option 2: A more extensive version allowing for 10 Short Term Rentals Permits in R1 and R2 Residential Districts south of Merry Street. The Planning Commission is asking Council three questions: 1) Which option would they prefer. 2) When considering Option 2, would the Council want to include Bed and Breakfast and VRBO/Airbnb, or only VRBO/Airbnb type occupancies. 3) If only VRBO/Airbnb type Short Term Transient Rental were included with option 2, would you want a separate Ordinance for Bed and Breakfast type occupancies. The Council will consider the shorter version at a yet to be scheduled Public Hearing. They are also requesting the proposed language to consider for the seller to transfer the Short-Term Rentals Permit to a buyer.

Utilities – Gretel Chicotel started with the Village as our new Utilities Clerk on November 12th.

Civic Contracts and Historical Preservation – None

Parks and Trees – The Village of Milan's Beautification Commission Christmas Lighting Ceremony will be held on Friday, November 29th at 6:00 P.M. We might have to consider changing this date and time to Saturday due to the Edison Charger Football Team playoff games.

Records Commission – None

OLD COMMITTEE BUSINESS - cont.

Citizen Property Maintenance – None

NEW COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – The Street Department continued picking up leaves and to continue with this program until Thanksgiving week where the last pick up will be held on November 27th; trimmed bushes in the square, blew the leaves at Village parks and set-up for the Holley Run.

Apex Corrosion Control came into the Village and undercoat Village trucks with Carwell T32 product for this season.

Precision Paving was in to repave pavement areas on Williams Street, Elm Street, North Main Street, and Seminary Road where we had four underground utility issues dug up in the roadway recently.

Safety – Mayor Crosby and Village employees attended AMP Safety Training topic was “Hazardous Materials and Bloodborne Pathogens.”

All Village employees, including our Mayor and Zoning Inspector recently had our BCI and FBI fingerprint background checks taken for a Criminal Justice Information Services (CJIS) Audit that is taking place with the Police Department.

Finance – Fiscal Officer Clapp stated the Village received \$22,601.29 in interest for October.

Motion by Rospert, seconded by McIlrath, to approve the Council Bills for the period of October 24th – November 20th. Roll Call: Shafer – yes, McManus – absent, Naufel – yes, McIlrath – yes, Rospert – yes, Taylor –yes.

Motion by McIlrath, seconded by Rospert, to approve the Utility Bills for the period of October 24th – November 20th. Roll Call: McIlrath – yes, Taylor – yes, Shafer – yes, McManus – absent, Naufel – yes, Rospert – yes.

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

Motion by Rospert, seconded by McIlrath, to approve the Dental (5% increase), Vision (0% increase), Basic Life and AD&D (0% increase) insurance renewal with United HealthCare. Roll Call: Taylor –yes, Shafer – yes, McManus – absent, Naufel – yes, McIlrath – yes, Rospert – yes.

Regional Planning, Building Code, and Inspection –

NEW COMMITTEE BUSINESS – cont.

Motion by McIlrath, seconded by Shafer, to accept Rob DeLand resignation from the Planning Commission effective October 29th.

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

Utilities – Water/Wastewater performed the following tasks: Along with their normal maintenance duties and testing requirements for the EPA, performed their seasonal water shut offs at Edison Park, Village Square, Edison Elementary concession stand and at the cemetery and sent out Notification of Lead Status Service Line Inventory Letter to those residents that have unknown water service lines. This was part of the EPA’s Lead Service Line Inventory Program they have been working on over the past year.

R.A. Bores completed installing two Insert-a-valves on Seminary Road, one on each side of the hill.

The EPA was in and completed their annual inspection of our Wastewater Treatment Plant. The inspection lasted around three hours and went well overall. The EPA representative did offer a couple of recommendations, replace the trickling filter arm at the WWTP, and an annual cleaning and camera of the wastewater collection system.

The Electric Department performed the following tasks: Along with their normal duties read meters, trimmed trees away from the power lines, replaced a several streetlights, and replaced several house meters that were failing and continue their Electric Upgrade Project where they installed a new transformer at the Milan Library and upgraded to the new 4160 power on portions of Center Street, Merry Street, Wilcoxson Street, Williams Street, and South Main Street. Prior to this project, they updated secondary wire to numerous houses on Center Street. Their next big project will be to replace the transformer at Edison Elementary and upgrade their power to 4160.

Civic Contacts and Historical Preservation – None

Parks and Trees – The Street Department removed the flags on the light posts in the square. Most of the flags were destroyed by the high winds that came through prior to Veterans Day. Speaking with Mr. Georgiandis, with Edison High School Interact Club, they would like to pay to replace the thirty-six 2’x3’ flags at a cost just over \$500.00. This is a such a great gesture by them and is appreciated by the Village.

Records Commission – Fiscal Officer Clapp informed the Council that we did not receive any new public records for this month however we are still working on completing the request we received last month.

Citizens Property Maintenance Commission – None

NEW COMMITTEE BUSINESS – cont.

Communications – Milan Contractors completed the work on replacing the front air conditioner and furnace at the Administration Office due to the air conditioner coil having a leak, costing \$8,725.00.

UNFINISHED BUSINESS –

Motion by McIlrath, seconded by Naufel, to approve and authorize Mayor Crosby to give full-time employees 4 hours off paid on December 24th and 4 hours off paid on December 31st for Christmas Eve and New Year’s Eve Day for the year 2024.

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

LEGISLATION

Ordinance – Next Number will be 900-11-24

Resolution – Next Number will be 649-11-24

AN ORDINANCE AUTHORIZING THE VILLAGE OF MILAN TO FILE AN AMENDED CERTIFICATE OF ESTIMATED RESOURCES FOR YEAR 2024 WITH THE AUDITOR OF ERIE COUNTY AND DECLARING AN EMERGENCY.

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

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

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

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

AN ORDINANCE TO PROVIDE FOR ADDITIONAL APPROPRIATIONS FROM THE GENERAL FUND AND OTHER FUNDS SOURCES AND AN INCREASE IN ESTIMATED RESOURCES AND FURTHER APPROVING CASH TRANSFERS BETWEEN FUNDS AND DECLARING AN EMERGENCY.

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

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

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

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

AN ORDINANCE AUTHORIZING AND DIRECTING THE FISCAL OFFICER THE TRANSFER OF SIXTY-FIVE THOUSAND, THREE HUNDRED, NINETY-ONE DOLLARS AND ZERO CENTS (\$65,391.00) FROM THE GENERAL FUND (1000) TO THE EARN BENEFITS FUND (2904) OF THE VILLAGE OF MILAN, OHIO, AND DECLARING AN EMERGENCY.

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

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

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

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

LEGISLATION cont.

AN ORDINANCE REPEALING ORDINANCE 875-12-23 AND ENACTING THIS ORDINANCE RELATIVE TO THE COMPENSATION OF THE VILLAGE EMPLOYEES TO ADJUST THE COMPENSATION RANGE OF CERTAIN VILLAGE EMPLOYEES AND DECLARING AN EMERGENCY.

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

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

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

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

AN ORDINANCE TO MAKE PERMANENT APPROPRIATIONS FOR CALENDAR YEAR 2025 FOR THE VILLAGE OF MILAN AND DECLARING AN EMERGENCY.

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

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

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

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

Questions for Next Meeting

None

A Council Work Session to be scheduled December 12th at 6:30P.M for discuss on employee wages and trash haulers.

Adjournment

Motion by McIlrath, seconded by Naufel, to adjourn tonight's meeting at 7:55P.M.

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


Carla Rospert, Council President


Joanne Clapp, Fiscal Officer