

**Village of Milan  
Council Meeting  
March 26, 2025**

March 26, 2025, the Council Meeting was called to order with the Pledge of Allegiance by Mayor Pam Crosby at 6:30 P.M.

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

Motion by McIlrath, seconded by Shafer, to excuse Erin McManus from tonight's meeting.

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

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

Motion by Rospert, seconded by Naufel, to approve the Minutes of the February 26<sup>th</sup> Regular Council Meeting.

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

Motion by McIlrath, seconded by Naufel, to approve the Minutes of the March 20<sup>th</sup> Council Work Session Meeting.

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

**CITIZEN PARTICIPATION**

Marci Reikowski and Christy Sholes requested permission to close Merry Street for the Library annual Touch A Truck event at the Library on Saturday June 21<sup>st</sup> during the hours of 11am-1pm.

Motion by Rospert, seconded by McIlrath, to approve the closing of Merry Street for the Library annual Touch A Truck event on Saturday, June 21<sup>st</sup> between to 10:00AM–2:00 PM.

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

Village Administrator Rospert informed the Council he received a request from Rex Stanforth with Milan Community Vacation Bible School to use the Village Square for their closing ceremony the morning of Friday, June 20<sup>th</sup>.

Motion by Naufel, seconded by Taylor, to approve the request for the Milan Community Vacation Bible School to use the Village Square on the morning of Friday, June 20<sup>th</sup> for their closing ceremony.

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

## **OLD COMMITTEE BUSINESS**

**Streets, Sidewalks and Storm Sewers** –Huron County Engineer’s Office reviewed the Milan Manor Hillside Slope Failure Analysis. The slope failure is shallow around 6’ in depth and the repair will be a substantial cost.

The new Street Department pickup truck was delivered, and the total cost was \$61,097.00 which included snowplow and lighting.

Motion by McIlrath, seconded by Naufel, to award the Athletic Field Sidewalk Project to RMH Concrete in the amount of \$44,835.75 and to include ADA ramps at the intersection of Lockwood and Huron Street on the west side adjacent to the new sidewalk.

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

**Safety** – None

**Finance** – None

**Regional Planning, Building Codes & Inspection** – The Board of Zoning Appeals Hearing was held on March 19<sup>th</sup> for a variance request for a lot split at 73 S. Center Street. The Board of Zoning Appeals denied the request for a lot split and the front yard setback.

**Utilities** – In mid-April J.W. Didado Electric is schedule to replace the 80’ pole on our 69Kv line between the North Metering Station and North Substation, near the Huron River due to the erosion of the bank. During this project, there could be a two-to-four-hour blackout to the northern half of the Village.

BCU Electric is working to replace the underground primary wires that are bad at the South Substation.

**Civic Contracts and Historical Preservation** – None

**Parks and Trees** – None

**Records Commission** – The Records Commission met on March 11<sup>th</sup> which they reviewed and approved the Police Department, Utilities, Mayors Court and Administrative records destruction request. The Records Commission discussed amending the Departments RC-2 scheduled to delete emails after 90 days.

**Citizen Property Maintenance** – None

## **NEW COMMITTEE BUSINESS**

**Streets, Sidewalks and Storm Sewers** – The Street Department plowed/salted the roads on several occasions, performed truck maintenance on equipment, patched potholes, swept

**NEW COMMITTEE BUSINESS – cont.**

streets, replaced topsoil where trees stumps were removed, maintenance of the woodchipper, changed mower oils and filters.

Bobby Cumston is enrolled in the ODOT Online Courses through their Local Technical Assistance Program. He has completed the following courses: Heavy Construction Equipment Program, Roadway Safety, Project Management, Asphalt Pavement and Grant Writing Training Program. The upcoming courses he will be taking include Snow and Ice Management, CDL Theory and Ohio Traffic Incident Management.

Motion by Rospert, seconded by McIlrath, to approve the Temporary Encroachment of Public Right-of-Way for the purpose of 2025 Sidewalk Dining/Outdoor Alcohol Consumption effective dates April 1<sup>st</sup> through November 1<sup>st</sup>, 2025.

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

**Safety** – The Employees of Electric, Street, Water, Administrative Office and the Mayor attended the monthly AMP Safety Training where the topic was Fall Protection.

**Finance** – Fiscal Officer Clapp stated the Village received \$10,633.53 in interest for February.

Fiscal Officer Clapp informed the Council that she will be attending the State Auditor Local Government Officials Conference in Columbus on March 27-28<sup>th</sup>.

Motion by Rospert, seconded by Shafer, to approve the Council Bills for the period of February 26<sup>th</sup> – March 26<sup>th</sup>.

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

Motion by McIlrath, seconded by Taylor, to approve the Utility Bills for the period of February 26<sup>th</sup>-March 26<sup>th</sup>.

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

Motion by Rospert, seconded by Naufel, to approve the February Financial Reports as presented.

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

The Council would like to have a zoom meeting (work session) with our provider to explain and answer questions pertaining to the employee Health Insurance and the difference between HRA and HSA.

**Regional Planning, Building Code, and Inspection** – Two zoning permits and two building permits were issued this month.

Motion by McIlrath, seconded by Rospert, to appoint Alex Ross to the Planning Commission effective March 26, 2025.

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

**NEW COMMITTEE BUSINESS – cont.**

**Utilities** – Water/Wastewater Department performed the following tasks: completed reports to the Ohio EPA, worked with Columbia Gas locating water and sewer lines, attended the Ohio EPA webinar on Power Resilience, received approval from the Ohio EPA to switch water testing site from a resident on Lockwood Rd to the Electric Department and repaired water service line at 40 E. Front Street.

The Electric Department relamped lights in the square, installed new streetlights, fixed the crosswalk signal light that was hit by a vehicle, installed new pole and transformer on Seminary Rd., worked with Columbia Gas on underground electric locations, and installed new poles on Seminary Rd. hill for the electric loop out to the South Substation.

**Civic Contacts and Historical Preservation –**

Motion by Naufel, seconded by McIlrath, to appointment Katlyn Brulia to the Design Review Board as the member of the Edison Birthplace for a term ending in December 2027.

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

Motion by Naufel, seconded by Rospert, to appoint Alex Ross to the Jenkins Warehouse Commission effective March 26, 2025, and unexpired term of December 31, 2025.

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

**Parks and Trees** – The Tree Commission to review inquires received from residents concerning tree lawn trees.

**Records Commission** – None

**Citizen Property Maintenance** – None

**Communications** – None

**UNFINISHED BUSINESS –**

McIlrath suggests the Council review Mayor and Council salaries at an upcoming Council work session.

**LEGISLATION**

Ordinance – Next Number will be 911-3-25

Resolution – Next Number will be 649-3-25

**AN ORDINANCE AUTHORIZING AND DIRECTING THE TRANSFER OF THIRTY-FIVE THOUSAND AND ZERO CENTS (\$35,000.00) FROM THE GENERAL FUND (1000) TO THE POLICE PENSION FUND (2131) OF THE VILLAGE OF MILAN, OHIO.**

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

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

**LEGISLATION cont.**

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

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

**AN ORDINANCE AUTHORIZING AND DIRECTING THE FISCAL OFFICER TRANSFER OF SIXTY-NINE THOUSAND, THREE HUNDRED, SEVENTY DOLLARS AND ZERO CENTS (\$69,370.00) FROM THE GENERAL FUND (1000) TO THE BUDGET STABILIZATION FUND (4902) OF THE VILLAGE OF MILAN, OHIO.**

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

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

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

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

**AN ORDINANCE AUTHORIZING AND DIRECTING THE FISCAL OFFICER TRANSFER OF TWENTY THOUSAND DOLLARS AND ZERO CENTS (\$20,000.00) FROM THE WATER OPERATING FUND (5101) TO THE WATER CAPITAL & REPLACEMENT FUND (5102) OF THE VILLAGE OF MILAN, OHIO.**

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

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

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

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

**AN ORDINANCE AUTHORIZING AND DIRECTING THE FISCAL OFFICER TRANSFER OF TWENTY THOUSAND DOLLARS AND ZERO CENTS (\$20,000.00) FROM THE SEWER OPERATING FUND (5201) TO THE SEWER CAPITAL & REPLACEMENT FUND (5202) OF THE VILLAGE OF MILAN, OHIO.**

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

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

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

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

**AN ORDINANCE AUTHORIZING AND DIRECTING THE FISCAL OFFICER TRANSFER OF THIRTY-FIVE THOUSAND DOLLARS AND ZERO CENTS (\$35,000.00) FROM THE ELECTRIC OPERATING FUND (5301) TO THE ELECTRIC CAPITAL & REPLACEMENT FUND (5302) OF THE VILLAGE OF MILAN, OHIO.**

**LEGISLATION cont.**

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

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

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

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

**AN ORDINANCE TO REGULATE TRANSIENT RENTALS AND ALLOWING THE PERMIT TO TRANSFER.**

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

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

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

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

**AN ORDINANCE DECLARING EQUIPMENT NOT NEEDED FOR VILLAGE PURPOSES AND DECLARING AN EMERGENCY**

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

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

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

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

**A RESOLUTION OF THE VILLAGE OF MILAN, OF OHIO, SUPPORTING THE OHIO COMMISSION FOR THE UNITED STATES SEMIQUINCENTENNIAL (AMERICA250-OH) AND DECLARING AN EMERGENCY**

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

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

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

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

**A RESOLUTION ESTABLISHING AN UNCLAIMED MONEY FUND FOR THE VILLAGE OF MILAN**

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

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

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

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

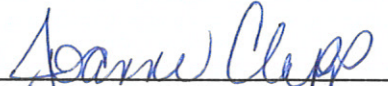
**Questions for the Next Meeting-** None

**Adjournment**

Motion by McIlrath, seconded by Naufel, to adjourn tonight's meeting at 7:52 P.M.

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

  
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Carla Rospert, Council President

  
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Joanne Clapp, Fiscal Officer

