

**Village of Milan  
Council Meeting  
May 20, 2025**

May 20, 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-yes, McIlrath-yes, Rospert-yes, Naufel-absent, Taylor-absent.

Motion by McIlrath, seconded by McManus, to excuse Stefan Taylor and Tori Naufel from tonight's meeting.

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

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 April 23<sup>rd</sup> Regular Council Meeting.

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

**CITIZEN PARTICIPATION**

Mayor Crosby presented and requested permission for the Milan Chamber of Commerce to have Cruisin' on the Square to begin May 20<sup>th</sup> and continue each Tuesday evening, except for the Tuesday after Labor Day, and end the last Tuesday in September during the hours of 4:30PM to 8:00PM. The Milan Chamber of Commerce also requested the closure of Park Street on the Square during each event during the hours of 5:00PM to 8:00PM.

Motion by McManus, seconded by Shafer, to approve the Milan Chamber of Commerce Cruisin' on the Square request to held beginning May 20<sup>th</sup> and continue each Tuesday evening, except for the Tuesday after Labor Day, and end the last Tuesday in September during the hours of 4:30PM to 8:00PM and allow the closure of Park Street on the Square during each event between the hours of 5:00PM to 8:00PM.

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

Mayor Pam Crosby – Request permission for the Erie County Farm Bureau to have the Classic Tractor Cruisin' on the Square on Sunday, August 24<sup>th</sup> during the hours of 2:00PM to 4:00PM. The Erie County Farm Bureau is also requesting the closure of Park Street on the Square during the event during the hours of 1:00PM to 4:30PM.

Motion by McIlrath, seconded by McManus, to approve the Erie County Farm Bureau Classic Tractor Cruisin' on the Square on Sunday, August 24<sup>th</sup>, during the hours of 2:00PM to 4:00PM and allow the closure of Park Street on the Square during the event during the hours of 1:00PM to 4:30PM.



### **CITIZEN PARTICIPATION cont.**

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

### **OLD COMMITTEE BUSINESS**

**Streets, Sidewalks and Storm Sewers** – Village Administrator provide the Council with an update on the Milan Manor Hillside Slope Failure Analysis that we received an estimate from a vendor for the material and design in the amount of \$74,920.00. We received two estimates for the installation of the steel material, and the lowest price is \$16,440.00 from a local contractor. The total cost of this phase would be \$91,360.00 to stabilize the bank. The next phase would be to tear out approximately 250' of curb, remove a portion of the existing roadway and add approximately six feet of base gravel, install water drainage, and reinstall the curb and asphalt.

The Village Administrator informed the Council that a contract was signed with Erie Blacktop to repave Winkle Road, Pilgrim Circle and put down a wedge coat on the west side of S. Edison Drive between Judson Street and Berlin Street for a total cost of \$44,878.10.

**Safety** – None

**Finance** – None

**Regional Planning, Building Codes & Inspection** – The Village Administrator and Zoning Inspector met with Jeff Stopar to review the Village Zoning Codes.

**Utilities** – R.A. Bores completed the installation of the new water line on South Edison Drive/Seminary Road.

Buckeye Pump is schedule to begin work on the rehabilitate the Indian Acres Subdivision Lift Station, on May 22<sup>nd</sup>.

Motion by Rospert, seconded by McIlrath, to remove Gretel Chicotel off her six-month probationary period and make her a permanent employee with the Village of Milan's Utility Department as a Utility Clerk, retroactive to May 12, 2025.

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

**Civic Contracts and Historical Preservation** – None

**Parks and Trees** – The Street Department planted six trees around the Village on April 25<sup>th</sup> for Arbor Day.

**Records Commission** – None

**Citizen Property Maintenance** – None

### **NEW COMMITTEE BUSINESS**

**Streets, Sidewalks and Storm Sewers** – The Street Department continued with the mowing season, maintenance on equipment, patched potholes, sprayed weeds, swept streets, painted



**NEW COMMITTEE BUSINESS-cont.**

the bike rack, yard waste and brush pickup, put mulch down at the Administration Office and Village Square and bermed several roadway edges with stone.

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

Police Chief Meister approached the Council to allow him to place an order for a new 2025 Utility Interceptor Police Cruiser at the 2024 price because if we wait until next year to place the order we are looking a possible price increase of about \$7,000 and the deadline to order the 2025 model is June 13, 2025 with an estimated delivery date sometime in the first quarter of 2026. This will keep the department with their 5-year rotation.

Motion McIlrath, seconded by Shafer, to authorize Chief Meister to submit a purchase order for a 2025 Utility Interceptor Police Cruiser with Statewide Ford in the amount of \$62,942.00.

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

**Finance** – Fiscal Officer Clapp stated the Village received \$11,754.28 in interest for April.

Motion by McIlrath, seconded by McManus, to approve the Council Bills for the period of April 24<sup>th</sup> – May 20<sup>th</sup>.

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

Motion by McManus, seconded by Shafer, to approve the Utility Bills for the period of April 24<sup>th</sup> – May 20<sup>th</sup>.

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

Motion by Rospert, seconded by McManus, to approve the April Financial Reports as presented.

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

Fiscal Officer Clapp informed the Council the Public Hearing for the Year 2026 Alternative Tax Budget will be scheduled for June 25<sup>th</sup> at 6:15 PM prior to the regular scheduled Council Meeting.

**Regional Planning, Building Code, and Inspection** – The Zoning Inspector issued a sidewalk use permit, all ten short-term rental permits, a zoning permit for a detached garage and a zoning/building permit for a deck.

The Board of Zoning Appeals met on May 8<sup>th</sup> to approve March 19, 2025, minutes and to approve the Findings of Fact for the recent appeal regarding 73 S. Center Street variance request.

**Utilities** – Water/Wastewater Department performed the following tasks: completed reports to the Ohio EPA, performed daily locates for the Columbia Gas Project for their water and sewer lines, began their annual valve turning program, began researching costs to replace a trickling



### **NEW COMMITTEE BUSINESS – cont.**

filter arm at the Wastewater Treatment Plant, attended a PVC/CPVC Training at Erie County Environmental Services Offices and assisted the Street Department with brush pick up.

The Electric Department performed the following tasks: assisted Columbia Gas on locating underground electric wires, assisted the Street Department with brush and yard waste pickup, and assisted the Street Department with cold patching Church Street, worked with Tenneco for their Transformer Upgrade Project, trimmed a tree away from a backyard sub pole, replaced the triplex wires feeding one house, and made repairs to the pole, and installed the new Edison Birthplace banners on N. Edison Drive, Church Street and S. Main Street.

### **Civic Contacts and Historical Preservation –**

Motion by McIlrath, seconded by Rospert, to accept Sparky Weilnau resignation from the Jenkins Warehouse Commission effective April 25, 2025.

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

Motion by McManus, seconded by McIlrath, to accept Cindi Rospert resignation from the Jenkins Warehouse Commission effective May 12, 2025.

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

### **Parks and Trees – None**

### **Records Commission –**

Village Administrator reported to the Council that we have received a public records request which includes multiple records.

### **Citizen Property Maintenance – None**

### **Communications – None**

### **UNFINISHED BUSINESS –**

Motion by McIlrath, seconded by McManus, to approve the Chambers request to use the Village Square on June 16<sup>th</sup>; July 6<sup>th</sup> & 21<sup>st</sup>; and Aug. 3<sup>rd</sup> & 18<sup>th</sup> for Pop-Up Events, Sundays are 10:00AM-2:00PM and Mondays are 5:00PM-8:00PM.

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

### **LEGISLATION**

Ordinance – Next Number will be 919-5-25

Resolution – Next Number will be 651-5-25

### **AN ORDINANCE PROVIDING FOR A PAY INCREASE FOR THE ELECTED OFFICIALS OF THE VILLAGE OF MILAN.**

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

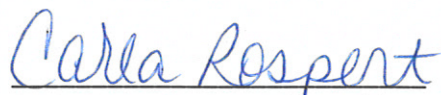
Roll Call: Taylor-absent, Shafer-yes, McManus-yes, McIlrath-yes, Naufel-absent, Rospert-yes.

**Questions for the Next Meeting-** None

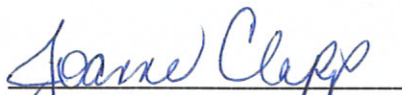
**Adjournment**

Motion by McManus, seconded by Rospert, to adjourn tonight's meeting at 7:43PM.

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



Carla Rospert, Council President



Joanne Clapp, Fiscal Officer