

**Village of Milan
Council Meeting
July 23, 2025**

July 23, 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-yes, Taylor-yes.

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

Motion by Rospert, seconded by McManus, to approve the Minutes of the June 25th Public Hearing Meeting.

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

Motion by McIlrath, seconded by Naufel, to approve the Minutes of the June 25th Regular Council Meeting.

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

Motion by McManus, seconded by Rospert, to approve the Minutes of the July 10th Special Council Meeting.

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

CITIZEN PARTICIPATION

Linda and Nick Burch discussed with the Council the congestion on Merry Street and inquired if the Council would consider making Merry Street a one-way street from Main Street to Center Street. The Council recommended the Village Administrator and Police Chief investigate.

Colleen Hansen regarding feral cats in Indian Acres. Colleen indicated there was a program years ago that dealt with handing feral cats is that program still available and there may be a neighbor feeding the feral cats. The Village Administrator reminded the Council that we currently have an ordinance pertaining to feral cats in which he provided to Colleen. Linda Burch informed the Council and Colleen that there are groups available to assist with relocating the feral cats to farms. Linda will provide contact information to the Village.

Mary Bruno inquired from the Council why did they spend more time talking about a Village digital sign then the Year 2026 Budget; why isn't the Council having Council Committee meetings; why are ordinances passed as an emergency; and asked about the four upcoming Council seats. If the current Council members are going to rerun for the positions and are they committing to serve their four-year term. Ms. Bruno stated that the Water, Sewer and Electric funds are running low.

OLD COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – Village Administrator provided the Council with an update on the Milan Manor Hillside Slope Failure informing them that the Village was awarded a grant through the Ohio Public Works Commission Emergency Program up to \$272,000.00 with the Village portion of \$48,000.00 for the total estimate project being \$320,000.00.

Huron County Engineer Lee Tansey has offered his assistance to the Village to bid this project out, recommend a bidder and assisting with construction administration. The Village Administrator also thanked Huron County EMA Director Art Meade, Huron County Engineer Lee Tansey, State Representative Kellie Deeter, Nick Rose Program Director with OPWC and Linda Bailiff Director of the OPWC for their involvement in securing this funding.

Erie Blacktop has completed paving Winkle Road, Pilgrim Circle and a wedge coat on the west side of S. Edison Drive, between Judson Street and Berlin Street.

RMH Concrete has begun our sidewalk repair program to existing sidewalks on Center Street and other selected areas within the Village.

Safety – None

Finance – None

Regional Planning, Building Codes & Inspection – None

Utilities – Village Administrator Rospert informed the Council that Richland Engineering has written the bid package for the Trickle Arm Project. This project is scheduled to be advertised July 31st and August 7th with the bid opening to be held on August 18th.

Motion by McIlrath, seconded by McManus, to spend \$94,000.00 from the Capital Improvement Fund and \$6,000.00 from the Water Capital Fund for the Water Tower Rehabilitation Project and for applying to the Ohio Public Works Commission grant, Village matching fund portion.

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

Civic Contracts and Historical Preservation – Village Administrator Rospert informed the Council that a committee has been formed for America's 205th Anniversary. The members of the Committee consist of individuals from Edison Birthplace, Milan Township, Milan Library and the Village of Milan.

Parks and Trees - Village Administrator Rospert informed the Council that a large Maple tree on Church Street near US 250 by the alley was removed.

Records Commission – None

Citizen Property Maintenance – None

NEW COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – The Street Department continued with mowing, swept streets, sprayed weeds, cold patched roads, prepared and cleaned up from numerous events in the square.

The Bandit Chipper was repaired by American Diesel, which resulted in changing our regular brush pickup date from July 7th to July 14th.

R.A. Bores was in and completed a broken storm sewer tile on Sleepy Hallow Road.

Village Administrator Rospert informed the Council that he is working on getting estimates to replace a catch basin riser at Huron Street and Wilcoxson Street intersection and replace a catch basin on North Main Street just pass the Village Drive-Thru.

Motion by McIlrath, seconded by Shafer, to hire A.J. Riley to pave an alley off Bond Street in the amount of \$14,728.00.

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

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

The Employees of Electric, Street, and Water departments attended a bucket rescue class.

Finance – Fiscal Officer Clapp stated the Village received \$11,742.90 in interest for June.

Fiscal Officer Clapp informed the Council that tonight under legislation there is an Ordinance to amend the appropriations and estimated resources this is to correct an Ordinance that was passed back June 2016 requiring each month \$3,500 is to be transferred from the General Fund to the Street Fund.

Motion by Rospert, seconded by McIlrath, to approve the Council Bills for the period of June 25th – July 23rd.

Roll Call: Shafer-yes, 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 June 25th- July 23rd.

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

Motion by McIlrath, seconded by Rospert, to approve the June Financial Reports as presented.

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

Regional Planning, Building Code, and Inspection – The Zoning Inspector issued one building permit for a new house.

NEW COMMITTEE BUSINESS – cont.

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, continue with their annual valve turning program, assisted the Electric Department with replacing the raw wastewater pump #1, help install a new transformer on Lockwood Rd and assisted with two power outage, one behind Jim's Pizza Box and the other on Fair Oaks Drive. The Water Department collected 10 residential lead and copper samples for the annual EPA regulations in which all tests came back within the acceptable range.

The Columbia Gas Project has completed the installation portion of their Gas Line Project and has started the restoration of the roads, sidewalks and grass areas which should be completed by the end of the month.

The Electric Department performed the following tasks: assisted Columbia Gas on locating underground electric wires, assisted the Street Department with brush pickup, trimmed trees away from power lines, replaced a 30kVa transformer to a 45kVa transformer on Lockwood Road, repaired secondary services at Milan Drive-Thru and at 51 Pawnee Drive. The Electric Department continued the Electric upgrade project in which they are installing primary wires on Seminary Drive.

Civic Contacts and Historical Preservation –

Motion by McIlrath, seconded by Naufel , to accept the 2025 Melon Festival Contract as presented and to include the two changes no parking after 4:00 pm on the Square side (west side) of Park Street the Thursday prior to Labor Day and the Milan Melon Festival Committee shall pay the Village of Milan a total amount of \$4,000.00 to cover the cost of Police personnel during operation hours of the 2025 Milan Melon Festival.

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

Parks and Trees – Village Administrator Rospert provided the Council with an update in reference to the cost on a marquee messaging board and the cost was higher than what we expected. Shores and Islands has a grant available in October in which the project qualifies.

Records Commission – Village Administrator Rospert informed the Council that we had two public records request this past month (one request was six records and the other two records).

The Records Commission meeting will be scheduled for the second Tuesday in September.

Citizen Property Maintenance – None

Communications – Village Administrator Rospert reported to the Council that this past month we received several complaints from Mary Bruno regarding a Village Official attending the Chamber of Commerce Meetings and posting the Antique Festival on our Facebook page. We discussed both complaints with our Solicitor. Since we are a member of the Milan Chamber of Commerce, we send a representative to these meetings and have done so for many years, to

NEW COMMITTEE BUSINESS – cont.

protect the Village's interest. Since Julie was promoted to Administrative Supervisor, she has been the designated member to attend. Ms. Bruno is "requesting documentation Julie Stelzer and any other village employees 'clock out' to attend chamber meetings on village time." Even during Ms. Bruno's time of employment with the Village, it has been standard practice not to clock out to attend these meetings, since we are a member of the Chamber and to protect our interests. How does the Village Council feel about the way we have handled attendance at these meetings by keeping the employee on the clock? As for posting the Antique Festival on our Facebook page, Village Solicitor Barney concluded that it is legal.

The Council does not have a problem with employees attending the Chamber of Commerce on the clock.

UNFINISHED BUSINESS –

Carla Rospert reported she attended the Blue-Ribbon Commission and came to the conclusion that they need to do more in-depth study.

Erin McManus informed the Council there was a Jenkins Warehouse meeting and the focus to have the building cleaned out and building stabilized.

LEGISLATION

Ordinance – Next Number will be 923-7-25

Resolution – Next Number will be 654-7-25

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 third reading by title only.

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

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

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

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 McManus, seconded by McIlrath, to suspend the rules.

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

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

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

Executive Session –

Motion by Naufel, seconded by McManus, to enter into executive session to consider the appointment, employment, or compensation of a public employee per R.C. 121.22 (G) (1) at 7:33 pm.

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

The Council returned to their regular council meeting at 7:50 pm.

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

Motion by McManus, seconded by McIlrath, to accept Justina Demarchi-Rollings resignation as full-time Police Officer effective July 23rd and to do a status change to a part-time Police Officer effective July 28th at her current rate of \$23.94 per hour.

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

Questions for the Next Meeting-

A Council work session is to be scheduled for August 14th.

Village Administrator Rospert asked for clarification about the statement made by Ms. Bruno in reference to the Fund Balances. Fiscal Officer Clapp explained that the appropriations for the current year are based on what the Village estimated revenue the Village will receive during that year. Fiscal Officer Clapp references the Fund Status report as of July 23rd for the Water is \$226,485; Sewer is \$215,897; Electric is \$1,257,715 and Capital is \$478,322 and the funds are healthy.

Adjournment

Motion by Taylor, seconded by McIlrath, to adjourn tonight's meeting at 8:02 pm.

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


Carla Rospert, Council President

Joanne Clapp, Fiscal Officer