

Village of Milan

Council Meeting

August 27, 2025

August 27, 2025 Council Meeting was called to order with the Pledge of Allegiance by Mayor Pam Crosby.

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

Also present – Mayor Pam Crosby, Administrator Brian Rospert, Solicitor James Barney and Administrative Supervisor Julie Stelzer.

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

Motion by Rospert, seconded by McManus, to approve the Minutes of the August 14th Special Council Meeting. Roll Call: Naufel – absent, Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes.

Motion by McIlrath, seconded by Shafer, to approve the Minutes of the August 14th Council Work Session. Roll Call: Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes, Naufel – absent, Taylor – yes.

CITIZEN PARTICIPATION – Village resident Matthew Sheppard, thanked the Council for moving forward on vacating Marvin Street.

Paul Heil asked permission to use the Village Square for the Cub Scout Carnival on September 24th between the hours of 5:00 p.m. - 9:00 p.m. Paul will provide the necessary insurance once approved. Motion by McIlrath, seconded by McManus, to allow the Cub Scouts the use of the Village Square on September 24th between the hours of 5:00 p.m. to 9:00 p.m. for their Carnival. Roll Call: Rospert – yes, Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes, Naufel – absent.

Jim Johnson would like to use the gazebo on Sunday September 7th at 1:00 p.m. for his wedding. Also advised Council that there would be twenty people and he will provide the necessary insurance once approved. Roll Call: Motion by McManus, seconded by Taylor, to allow Jim Johnson the use of the gazebo on Sunday September 7th during the hours of 1:00 p.m. to 2:00 p.m. Roll Call: Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes, Naufel – absent, Rospert – yes.

OLD COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – RMH Concrete completed the sidewalk program on July 25th. Project consists of repairs to existing sidewalks on Center Street and other select areas in the Village.

Safety – It was asked of the Village from a resident to consider making Merry Street a one-way street. After much discussion between Chief Meister and Administrator Rospert, it was their recommendation not to change the current traffic flow on Merry Street but suggested to restrict no parking near the intersections of the Main Street and Center Street for traffic entering or exiting off Merry Street. This would be similar to the change that was made on Center Street last year by creating a no parking zone of thirty-five feet to fifty feet at each intersection.

Councilperson Tori Naufel arrived at the Council meeting at 6:40 p.m.

Finance – None

Regional Planning, Building Codes & Inspection – Joe Bibb owner of 73 S. Center Street, submitted an appeal to the Erie County Common Pleas Court regarding the Board of Zoning Appeals ruling on allowing his property to be split into two separate parcels. Gabby Toscano filed a Motion to Dismiss the Appeal.

Utilities – A bid opening for the Wastewater Treatment Plant Trickling Filter Arm No. II Project was held on August 18th. One bid was received from Kelstin Inc. in Shelby, OH. Their bid came in under the engineers' estimate in the amount of \$98,500.00. Richland Engineering, who put the bid package out, did not invoice the Village for their work. Administrator Rospert recommended to hire Kelstin Inc. for the project. At the June 23rd Regular Meeting, Council approved using up to \$130,000.00 from the Capital Improvement Fund to pay for this project.

The Village has been working with RCAP, and they will be submitting the Villages application to the Ohio Public Works Grant for the Water Tower Rehabilitation Project, early next month.

Civic Contacts and Historical Preservation – None

Parks and Trees – None

Records Commission – Next Records Commission meeting is September 9th at 9:00 a.m. in Council Chambers.

Citizen Property Maintenance – None

NEW COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – The Village contracted with R.A. Bores to repair two catch basins, one on Huron Street near Wilcoxson Street and the other just north of the Milan Drive Thru. This work was completed earlier this month.

A Resolution for Consent to allow ODOT to perform full-depth concrete repairs on SR 113 will be under legislation tonight. This project will allow ODOT to repair bad sections of pavement on Church Street between Main Street and US 250 next year. An Ordinance to vacate Marvin Street as an emergency per previous discussions at the last Work Session will also be found under tonight's legislation.

The Street Department and Electric Department have purchased a new utility trailer, the previous trailer was not big enough for the new equipment and becoming a safety hazard.

The Village paint sprayer is no longer working properly, and it was suggested to purchase a new machine next year.

Safety – Employees of Electric, Street, Water, Administrative Office, and the Mayor attended the monthly AMP Safety training, topic was Prepare for Emergencies.

Finance – Under legislation there will be an Ordinance approving the residency of Fiscal Officer Cathy Ramey, living outside the corporate limits of the Village.

Mayor Crosby, Fiscal Officer Ramey, Administrator Supervisor Stelzer and Administrator Rospert attended Erie County Budget Commission meeting on Monday, August 25th.

Motion by McIlrath, seconded by Shafer, to approve the Council Bills for the period of July 24th – August 27th.

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

Motion by Naufel, seconded by Rospert, to approve the Utility Bills for the period of July 24th – August 27th.

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

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

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

Regional Planning, Building Code, and Inspection – Zoning Permits for fence permits were issued to 14 E. Merry Street and 104 S. Edison Drive. Building Permits were issued for a garage to 72 S. Edison Drive and 86 S. Huron Street for fire damage repairs.

A Board of Zoning Appeals meeting is scheduled for September 9th at 6:30 p.m. for a front yard setback variance for a new porch.

NEW COMMITTEE BUSINESS – cont.

Utilities – Water/Wastewater – Sewer jetted a sanitary sewer in Indian Acres Subdivision. Columbia Gas Project was completed on August 15th. A walk through was done on August 19th to look for punch list items. Several items were noted and will be addressed after Labor Day. The department changed out water meters as needed throughout the system and assisted with a new water tap on Perrin Road for a new home that is being built in the township. Completed and submitted the National Pollutant Discharge Elimination System, NPDES, permit for the Wastewater Treatment Plant. The license issued under the Clean Water Act that regulates the discharge of pollutants from point of sources into receiving waters, which is the Huron River. New permits are issued every five years with different testing parameters, ensuring that the discharges meet certain water quality standards and protect public health and environment.

The Water Supply Cost Adjustment has gone up over the last several months. Supervisor Brad Simon has been trying to determine the cause. All the meter readings seem to be in line, he has contracted Leak Seaker to have them come in to do a survey of the water system.

A letter from Hank Solowiej Erie County Administrator was received, asking if the Village would like to participate in a feasibility study for water and sewer regionalization in the county. This came about after the Erie County Blue Ribbon Commission released their final report of Erie County Taxing Authorities Spending Efficiencies in June of 2025. If the Village elects to participate in the survey, the Village will assist in drafting the request for proposal, interviewing, evaluating, and selecting a firm, as well as cost sharing of the study.

Electric Department – Performed underground locates for the Columbia Gas Project, trimmed trees from power lines, started setting up electrical panels for the festival.

A large tree limb came down on Bond Street, the Street Department cleaned up the debris and the Electric Department made the necessary repairs to the power lines. A large limb came out of the oldest Oak Tree in the Village and will need to be taken down.

AMP was in to go over the Power Supply Costs, discussion points included higher costs for power rates, capacity, and transmission costs. The Village is in a good position with capacity charges; minimal impacts will be seen due to capacity auction results, due to smart investments in several of the projects and services. Village rates are estimated to be lower than Ohio Edison's per kWh. Continuing with the Electrical Upgrade Project where a new electrical circuit was ran on Warwick Drive, upgraded seven services on Lockwood Road and continued with the Seminary Road Project.

Joe Hamiton completed his third year in the Lineworker Apprentice Program this past month.

Civic Contacts and Historical Preservation – Milan Township Fire Department's Annual Chicken Barbecue will be held on Sunday, August 31st and asking Councils permission to have North Center Street closed during the hours of 8:00 a.m. to 5:00 p.m.

Motion by McIlrath, seconded by McManus, to approve Milan Township Fire Department to close North Center Street, between Church Street and Front Street on Sunday August 31st during the hours of 8:00 a.m. to 5:00 p.m.

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

NEW COMMITTEE BUSINESS – cont.

Parks and Trees – Hinman Tree Service was hired to remove five trees.

Records Commission – None

Citizen Property Maintenance – None

Communications – None

UNFINISHED BUSINESS – Amend the Personnel Policy regarding tobacco use and outside employments. Discussion was held during the Council Work Session August 14th.

Motion by Rospert, seconded by McManus, to amend the Personnel Policy Section 8.14 to read as follows, in its entirety: Because the Administration of the Village of Milan recognizes the hazards caused by exposure to environmental tobacco smoke, as well as life-threatening diseases linked to the use of all forms of tobacco, the use of all tobacco products is hereby prohibited in all Milan municipal buildings, and in or on village owned equipment and vehicles. Roll call: Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes, Taylor – yes, Naufel – yes.

Motion by McManus, seconded by Taylor, to amend the Personnel Policy Section 8.3 (A), to include the Chief of Police to read as follows: Outside employment, though generally discouraged, is only allowed when approved by the Mayor, Village Administrator, Chief of Police, or Fiscal Officer, and when the interests of the second employer do not conflict with those of the Village of Milan and the following provisions are met:
Roll Call: McIlrath – yes, Taylor – yes, Shafer – yes, McManus – yes, Naufel – yes, Rospert – yes.

LEGISLATION

Ordinance – Next Number will be 925-8-25

Resolution – Next Number will be 654-8-25

A RESOLUTION FOR CONSENT LEGISLATION TO THE STATE OF OHIO DIRECTOR OF TRANSPORTATION TO PERFORM AN ASPHALT CONCRETE OVERLAY WITH REPAIRS ON SR 99 IN HURON COUNTY FROM SLM 14.951 TO 17.831 AND TO PERFORM FULL DEPTH CONCRETE REPAIRS ON SR 113 IN ERIE COUNTY FROM SLM 6.629 TO 6.849. SR 113 FROM SLM 6.629 TO SLM 6.849 IS WITHIN THE VILLAGE OF MILAN CORPORATION LIMIT AND DECLARING AN EMERGENCY.

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

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

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

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

AN ORDINANCE VACATING MARVIN STREET IN THE VILLAGE OF MILAN AND DECLARING AN EMERGENCY

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

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

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

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

AN ORDINANCE APPROVING THE RESIDENCY OF CATHERINE RAMEY, VILLAGE FISCAL OFFICER, OUTSIDE OF THE CORPORATE LIMITS OF THE VILLAGE OF MILAN, OHIO

Motion by Taylor, seconded by Shafer, to bring this Ordinance to the first reading by title only.

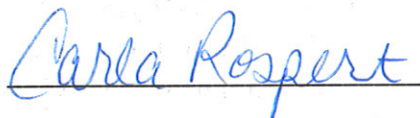
Roll Call: McManus – yes, McIlrath – yes, Rospert – yes, Taylor – yes, Naufel – yes, Shafer – yes.

Questions for Next Meeting

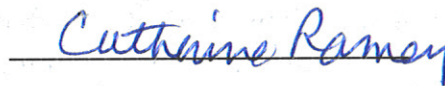
Adjournment

Motion by Taylor, seconded by Shafer, to adjourn tonight's meeting.

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



Carla Rospert, Council President



Catherine Ramey, Fiscal Officer