

Village of Milan

Council Meeting

October 22, 2025

October 22, 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 – absent, McIlrath – yes, Naufel – absent.

Also present – Mayor Pam Crosby, Administrator Brian Rospert, Solicitor James Barney and Fiscal Officer Cathy Ramey.

Motion by McIlrath, seconded by Taylor, to excuse Naufel from tonight's Council Meeting.

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

Motion by Rospert, seconded by McIlrath to approve the Minutes of the September 24th Regular Council Meeting. Roll Call: Taylor-yes, Shafer-yes, McIlrath-yes, Rospert-yes.

Motion by Taylor, seconded by Shafer to approve the Minutes of the October 8th Special Council Meeting. Roll Call: McIlrath-yes, Rospert-yes, Taylor-yes, Shafer-yes.

Motion by McIlrath, seconded by Shafer to approve the Minutes of the October 8th Work Session. Roll Call: Shafer-yes, McIlrath-yes, Rospert-yes, Taylor-yes.

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

Citizen Participation – None

OLD COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers - Administrator Rospert discussed the complaint received last month regarding Mr. Hansberger erosion issues in his tree lawn on Liberty Street. The Street Department graded around the catch basin in his front yard; this will allow the flow of rainwater to be diverted into the basin. Administrator Rospert believes that this will correct the issues that Mr. Hansberger is having.

Administrator Rospert also advised Council that A.J. Riley was in to repave the alley off Bond Street on October 16th and the Street Department put down berm on the edge of the roadway. RMH Concrete made repairs to the sidewalk on the west side of the square, in front of the businesses and repaired a catch basin on Front Street near Center Street. He also advised Council that the Village will be invoicing the Melon Festival Committee for the damages that was caused by the stage cracking the sidewalk.

OLD COMMITTEE BUSINESS – cont.

Erie County's Road Salt Contract for 2026 is \$53.76 per ton delivered. This is an increase of \$2.34 per ton from the 2025 contract.

Safety -None

Finance -None

Regional Planning, Building Codes & Inspection – Administrator Rospert informed Council that the appeal submitted by Joe Bibb, 73 S. Center Street, regarding the Board of Zoning Appeals ruling on allowing his property to be split into two separate parcels was dismissed with prejudice by the Erie County Common Pleas Court.

Utilities - Update on the Wastewater Treatment Plant Trickling Filter Arm No. II Project: During the Pre-Construction meeting with Kelstin Inc., the Village was informed that the materials needed for the project have around 20 - 30-week lead time for delivery. Once secured, they will schedule the work to be completed.

Update with the Ohio Public Works Grant for the Water Tower Rehabilitation Project. During local scoring, the Village did not score well enough to advance the application. However, the application will advance through the Small Government portion of the grant. This will be scored by District 5 at the regional level, and if approved it will be forwarded on to the State for consideration.

During the Sanitary Survey of the Water System held on September 30th with the Ohio EPA, they issued three notices of violations. One of which was to have an inspection of the interior and exterior of the water tower, to assess the current condition of the tower. Administrator Rospert stated the department contracted Midwest Tank Management to perform this inspection, which is scheduled for November 24th. Once completed, they will submit the full report to the EPA. The second violation was to update our Contingency Plan for emergency water haulers registered with Erie County Health Department, which has been completed. The third violation was to update our Contingency Plan to include the running and operation of the backup generator for our telemetry system. We noted to the inspector that this has been completed, as required, and the Electric Department maintains these records. We provided these records to them and therefore, this violation was resolved.

Civic Contacts and Historical Preservation – None

Parks and Trees - Hinman Tree Service was in this past month to remove three trees and trim out six others. The Street Department filled in the stump holes with topsoil and seeded.

Records Commission – None

Citizen Property Maintenance - Update on 1 East Front Street Property Maintenance: At the Probation Probable Cause Violation Hearing held on October 6th at Erie County Municipal Court in Milan, the Court imposed an extended probation term of 1 additional year with the following conditions: Defendant to have the house in compliance with the Village maintenance ordinance within 7 months and Defendant to have the shed in compliance with Village maintenance ordinance with 1 year.

NEW COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers - Held the last brush pick up and yard waste pick up for the year, mowed, trimmed trees, mulched the square, and assisted the Electric Department on several occasions.

On October 14th the leaf pick up program began for the year. This is a week or two earlier than typically started in the past, this program will run until November 24th.

Safety – Council President read Chief Meister’s letter regarding part-time officer Robert Lippert’s resignation from Milan Police Department. Motion by McIlrath, seconded by Rospert to accept his resignation, effective October 20, 2025. Roll Call: McManus-yes, McIlrath-yes, Rospert-yes, Taylor-yes, Shafer-yes.

Mayor Crosby along with employees of Electric, Street, Water, and Administrative Office attended the monthly AMP Safety Training on Vehicle Operations.

Employees of the Water, Electric and Street Departments attended our quarterly AMP Training on October 21st, where the topic of the training was Transformer Safety.

Administrator Rospert attended the Erie County Hazard Mitigation Plan Meeting held on October 15th. Every five years Erie County must update their plan to keep it current. Once the 2026 update plan is completed, our Village will have to adopt this plan to be eligible for mitigation action funds through FEMA. The next meeting will be held on November 13th.

Finance – Advised Council the Bank Statements for August 2025 and September 2025 were finally reconciled. In addition, as of September 30th revenue has outpaced the expenses for the month and overall, for the year. With year end approaching Fiscal Officer Ramey hopes to have a work session in early November to discuss healthcare and the 2026 budget.

Motion by McIlrath, seconded by to approve the Council Bills for the period of September 25th - October 22nd. Roll Call Shafer-yes, McManus-yes, McIlrath-yes, Rospert-yes, Taylor-yes.

Motion by Rospert, seconded by Taylor to approve the Utility Bills for the period of September 25th – October 22nd. Roll Call: McIlrath-yes, Taylor-yes, Shafer-yes, McManus-yes, Rospert-yes.

Motion by McManus, seconded by McIlrath to approve the Financials as presented. Roll Call: Taylor-yes, Shafer-yes, McManus-yes, McIlrath-yes, Rospert-yes.

Regional Planning, Building Code, and Inspection - Over the past month the Zoning Inspector issued a rear yard fence permit at 2025 Winkle Road and one at 24 Old State Road.

Utilities - Water and Wastewater submitted all necessary reports to the EPA, assisted the Electric and Street Departments on several occasions, changed out two water meters, and remarked all the water shutoffs with blue paint, this is done every year to make it easier to locate the meters in the fall and winter months. Bergren Associates were in at the Wastewater Treatment Plant to perform the calibration of the flow meter, this is done annually per the Ohio EPA. Ohio Calibration calibrated the suspended solids scale at the Wastewater Treatment Plant, this also is required annually, per the Ohio EPA.

NEW COMMITTEE BUSINESS – cont.

Brad Simion attended an 8-hour Backflow refresher course in Akron on October 14th. The Ohio EPA requires operators of a water distribution system to be backflow certified and maintain a valid backflow and cross connection program.

Electric Department - Assisted the Street Department on several occasions, trimmed trees, removed vegetation around pole lines and replaced a streetlight on Elm Street. Fixed a power issue on S. Main Street that affected five houses where they replaced burnt out wiring. Replaced a 5kV transformer at Tenneco's parking lot that was not compatible with the new 4160, after they upgraded their electrical system. They set one new pole on Center Street, two on Seminary Road, transferred all the power to the new poles and removed the old poles.

John Courtney presented at the October 8th Work Session, he has reviewed the electric rates and "based on the results of that review it appears that, with exception of the periodic adjustment for increases or decreases in the Village power supply costs, which are recovered through the Power Supply Cost Adjustment, and barring any unforeseen circumstances, the Village's electric rates should not need to be increased over the next four years."

Civic Contacts

Update on EMS coverage for the Village and Township: Mayor Crosby and Administrator Rospert have attended several Erie County meetings to discuss options for EMS coverage. Negotiations are still ongoing with Erie County Townships of Oxford, Groton, Milan and Berlin, and the Villages of Milan and Berlin Heights. North Central EMS informed Milan Township, at their October 15th meeting, that they have no plans of going out of business. Milan Township did approve the purchase of a used ambulance at their October 15th meeting.

Parks and Trees - Submitted the Tree City USA application for 2025 to the Arbor Day Foundation. If the foundation accepts the application, it will mark the 23rd Anniversary of the Village being a Tree City USA recipient.

Records Commission - The next Records Commission Meeting will be held on the second Tuesday in March, time to be determined.

Citizens Property Maintenance Commission - None

Communications – Motion by McIlrath, seconded by Rospert to reschedule the November Regular Council Meeting to November 19, 2025, at 6:30 p.m. Roll Call: McIlrath-yes, Taylor-yes, Shafer-yes, McManus-yes, Rospert-yes.

Motion by McManus, seconded by Shafer to reschedule the December Regular Council Meeting to December 17, 2025, at 6:30 p.m. Roll Call: Taylor-yes, Shafer-yes, McManus-yes, McIlrath-yes, Rospert-yes.

LEGISLATION

Ordinance – Next Number will be 926-10-25

Resolution – Next Number will be 655-10-25

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

Motion by McIlrath, seconded by McManus, to bring this Ordinance to the third reading by title only. Roll Call: McManus-yes, McIlrath-yes, Rospert-yes, Taylor-yes, Shafer-yes.

Motion by Rospert, seconded by McIlrath, to adopt by title only. Roll Call: Shafer-yes, McManus-yes, McIlrath-yes Rospert-yes, Taylor-yes.

AN ORDINANCE CREATING PARKING RESTRICTIONS FOR CENTER STREET, MERRY STREET AND MAIN STREET IN THE VILLAGE OF MILAN

Motion by McManus, seconded by Shafer, to bring this Ordinance to the second reading by title only. Roll Call: Taylor-yes, Shafer-yes, McManus-yes, McIlrath-yes, Rospert-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 Shafer, to suspend the rules. Roll Call: McIlrath-yes, Taylor-yes, Shafer-yes, McManus-yes, Rospert-yes.

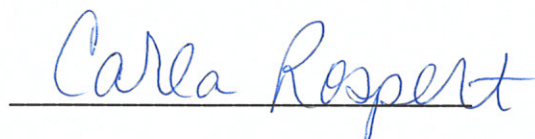
Motion by McIlrath, seconded by McNabys, to adopt by title only as an emergency. Roll Call: McManus-yes, McIlrath-yes, Rospert-yes, Taylor-yes, Shafer-yes.

Questions for Next Meeting

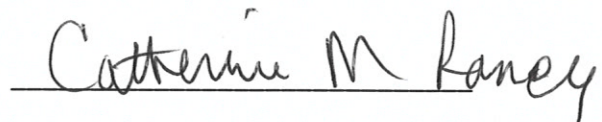
Discussion about a potential Work Session in November to discuss employee health insurance and the 2026 budget. This meeting will be scheduled once we hear back from the health insurance vendor.

Adjournment

Motion by McIlrath, seconded by Shafer, to adjourn tonight's meeting. Roll Call: Taylor-yes, Shafer-yes, McManus-yes, McIlrath-yes, Rospert-yes.



Carla Rospert, Council President



Catherine Ramey, Fiscal Officer