

Village of Milan

Council Meeting

November 19, 2025

November 19, 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 Gabby Toscano 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, McManus –yes.

Motion by Rospert, seconded by McManus, to approve the Minutes of the October 22nd Regular Council Meeting. Roll Call: Taylor-yes, Shafer-yes, McManus – yes, McIlrath-yes, Rospert-yes.

Citizen Participation – None

OLD COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers - Administrator Rospert has received three quotes for the Milan Manor Drive Slope Failure Project. The lowest quote came in under \$50,000.00 and Administrator Rospert would like Council to consider approving up to \$50,000.00 for engineering services.

Motion by McManus, seconded by McIlrath, to allow the Administrator to sign a contract up to \$50,000.00 for engineering services for the Milan Manor Drive Slope Failure Project.
Roll Call: McManus – yes, McIlrath – yes, Rospert – yes, Taylor – yes, Shafer – yes.

Safety -None

Finance -None

Regional Planning, Building Codes & Inspection – None

Utilities - None

Civic Contacts and Historical Preservation – None

Parks and Trees_- None

Records Commission_– None

Citizen Property Maintenance - None

NEW COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – Administrator Rospert was brought aware a person had fallen on a sidewalk near 80 S. Main Street during Trick-or-Treat. The person that was injured made a complaint with the Village. The Street Department went down to the location and painted the area with white paint and noted the sidewalk did not meet the criteria of Section 901.08, *"The vertical misalignment along any part of the seam between two slabs, or between section within a slot fractured by cracks, three-fourths (3/4) of an inch in elevation or greater the three quarters of an inch"*. The Street Department will monitor the sidewalk and have it replaced next year. The department also assisted the Chamber of Commerce with painting the new plywood for the nativity figurines.

A resident requested consideration on an additional yard waste dumpster in November. This will be just the dumpster with no pickup from Village employees, for residents to use. Council approved an additional dumpster in November.

Safety – Employees of Electric, Street, Water, Administrative Office, and Mayor attended the monthly AMP Safety Training, topic was an overview of this year's training and Bloodborne Pathogens.

Finance – Fiscal Officer Ramey reported that monthly reports and the balanced October bank reconciliation has been placed on the Google Drive for their viewing. She also noted that in looking at the reports, specifically the Fund Summary Report on the revenue for the month of October, it outpaced the expenses. In addition, the Revenue year to date continues to outpace the expense. Out of the four major funds of the Village General Water, Sewer and Electric, the only fund which did not outpace the expenses in October was the Electric Fund. This is based on a timing issue of the billing, once paid the revenue will also outpace the expenses. Fiscal Officer Ramey also said with one more month left this year hopefully this trend will continue and she is still working on the 2026 appropriations and hopes to have everything ready in the next couple of weeks for them. Officer Ramey said she will be using the prior fiscal officers 2025 budget appropriations and add any additional expenses necessary per the department. In addition, she will have multiple spreadsheets for wages from 3% - 6%. Once completed a Work Session will be scheduled.

Motion by McIlrath, seconded by Rospert, to approve the Council Bills for the period of October 23rd – November 19th. Roll Call Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Motion by McManus, seconded by Taylor, to approve the Utility Bills for the period of October 23rd – November 19th. Roll Call: McIlrath – yes, Taylor – yes, Shafer – yes, McManus – yes, Rospert – yes.

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

NEW COMMITTEE BUSINESS – cont.

Regional Planning, Building Code, and Inspection – an accessory building permit was issued to 2025 Winkle Road, and a Board of Zoning Appeals hearing is being scheduled for 311 S. Main Street for an accessory building variance. Solicitor Toscano discussed the property at 180 S. Center Street.

Utilities - Water and Wastewater submitted all necessary reports to the EPA, contracted with Aqualine Leak Detectors to find a water leak which was eventually located near 52 Lockwood Road. R.A. Bores was then contracted to make the repairs to the six-inch water line, the repair was difficult since the water main was encased in concrete, and six feet in depth. S.A. Communale was in to repair the backflow preventor at the Administration Office, this was leaking due to debris and a broken seal, the department ordered two new raw wastewater pumps for back up pumps at each wet well in the system and at the Wastewater Treatment Plant.

Water/Wastewater Superintendent Brad Simon passed the Water Reclamation II State Exam on November 6th. Administrator Rospert recommended a \$1.00 an hour raise for this certificate. Discussion was held on why the Village gives employees a \$1.00 raise per certification. Administrator Rospert advised Council that employees in the past have been given a raise of this amount since 2014, when the Council at that time increased this amount from \$.35 per license to \$1.00 per license. Council discussed whether they want to keep this practice or make a change. Administrator Rospert advised them that Brad needs this certification to run the Wastewater Plant, according to the EPA. Council asked if Tim Heim got his license and Administrator Rospert advised that he did have his Wastewater I and is working on his Water Distribution. Council President Rospert said this would be a 3 percent increase and continue to roll up additional increases on all certifications. Council person Taylor said the Village would need to define what type of certifications are needed and then define the amount. He further stated that Water, Wastewater and Electric all have defined needs in certification, but what about Streets. Solicitor Toscano mentioned this would apply to all employees going forward. This will be discussed at the next Work Session.

Motion by McManus, seconded by Shafer, to approve a \$1.00 an hour raise to Brad Simon for passing his Water Reclamation II State Exam on November 6th, making this raise retroactive back to November 6th.

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

Electric Department - Set a new pole at 139 S. Edison Drive and transferred the primary and secondary power over to the new pole. AMP was in earlier this month to perform the bi-yearly infrared scan of the electric distribution system and then serviced eight transformers that were showing areas of concern. The department installed six spans of new wire on the US 250 side of Tenneco and Johns Manville for the 4160 Upgrade Project for Bond Street area, started to install wiring behind the Electric Barn for future upgrade and replaced a transformer behind Jim's Pizza Box due to a secondary bushing going bad.

NEW COMMITTEE BUSINESS – cont.

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.

Parks and Trees - None

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 – Mayor Crosby’s recommendation to allow all full-time employees 4 hours off paid on December 24th and 4 hours off paid on December 31st for Christmas Eve and New Year’s Eve Day.

Motion by Taylor, seconded by McManus, to approve and authorize Mayor Crosby to give full-time employees 4 hours off paid on December 24th, and 4 hours off paid on December 31st for Christmas Eve and New Year’s Eve Day for the year 2025.

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

The Beautification’s Lighting Ceremony will be held on November 28th, beginning at 5:30 p.m. with Santa arriving at 6:00 p.m.

UNFINISHED BUSINESS

Council person McIlrath discussed traffic when walking, noting the high rate of speed from traffic on Williams Street from Main Street to State Route 250 and requested the police sit there in the morning and afternoon possibly have a stop sign or a speed hump in that area, as well as stopping semi-trucks who continue to drive down Huron Street multiple times a day. This will be discussed at the next Work Session.

Having a recyclable dumpster down at the Street Barn was discussed. Administrator Rospert informed Council that the Village had a recycling dumpster previously and it was not working due to individuals using this service did not separate trash from recyclables.

Yard signs were discussed and Council noted the Village has an ordinance about signs in the right way.

Council President Rospert congratulated the four Council persons who were re-elected, Mayor Crosby will have the Oath of Office in December.

LEGISLATION

Ordinance – Next Number will be 928-11-25

Resolution – Next Number will be 656-11-25

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

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

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

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

Roll Call: Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes, Taylor – 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 Taylor, seconded by Rospert, to suspend the rules.

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

Motion by McIlrath, seconded by McManus, to adopt by title only as an emergency.

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

RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR OF THE VILLAGE OF MILAN TO ENTER INTO A CONTRACT TO APPOINT KOCHER & BARNEY AS SOLICITORS FOR THE VILLAGE OF MILAN, OHIO AND DECLARING AN EMERGENCY

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

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

Motion by McManus, seconded by McIlrath, to adopt by title only as an emergency.

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

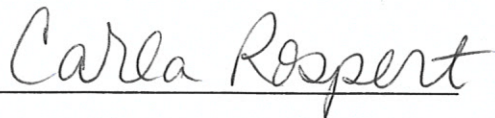
Questions for Next Meeting

Work Session will be scheduled for Tuesday December 2nd at 6:30p.m.

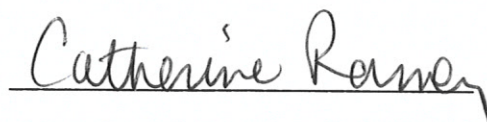
Adjournment

Motion by McManus, seconded by McIlrath, 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