

Village of Milan
Council Meeting
January 28, 2026

January 28, 2026, 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 – yes.

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

Motion by McIlrath, seconded by Naufel, to nominate and elect Carla Rospert for Council President, one-year term.

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

Motion by McIlrath, seconded by Naufel, to approve Mayor Crosby Council Committee assignment as presented.

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

Motion by Rospert, seconded by McManus, to pass the Rules of Council as presented.

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

Motion by Rospert, seconded by Naufel, to approve the Minutes of the December 2nd Work Session Meeting. Roll Call: Taylor - yes, Shafer - yes, McManus-yes, McIlrath – yes, Rospert – yes, Naufel - yes.

Motion by McManus, seconded by Naufel, to approve the Minutes of the December 17th Regular Council Meeting. Roll Call: Naufel – yes, Taylor – yes, Shafer – yes, McManus – yes, McIlrath – abstain, Rospert – yes.

Motion by Rospert, seconded by Naufel, to approve the Minutes of the January 22nd Work Session Meeting. Roll Call: Taylor - yes, Shafer - yes, McManus-yes, McIlrath – abstain, Rospert – yes, Naufel - yes.

Citizen Participation – Director of Edison Birthplace Cindi Rospert, requested blocking several parking spaces in front of the Milan Township Town Hall on February 11th for an American250 event.

Motion by Naufel, seconded by McIlrath, to allow blocking off five parking spaces in front of the Town Hall on February 11th. Roll Call: Shafer – yes, Naufel – yes, Rospert – yes, McManus – yes, Taylor – yes, McIlrath – yes.

OLD COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – Milan Manor Slope Failure Project update; ADR Engineering survey is completed, the engineering design and development of construction plans will begin. The plan is to have the project placed out for bid by the end of March.

Safety – None

Finance – None

Regional Planning, Building Codes & Inspection – None

Utilities – After the Ohio EPA received our inspection report from Midwest Tank Management, they wrote back advising us that we resolved the previous violations. However, after their review of the inspection report they issued three more Notice of Violations where we will have to advise them by July 1, 2026, of our plan to repaint the interior and exterior of the water tower and have the overflow screen replaced with a 24-mesh size non-corrodible screen.

Civic Contacts and Historical Preservation – None

Parks and Trees – None

Records Commission

Citizen Property Maintenance - None

NEW COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – Cold patched Church Street, received 100 tons of road salt, plowed and salted, purchase of twelve new signposts, installed new stop signs on Williams Street, picked up Christmas Trees and assisted the Electric Department taking Christmas lights down in the square.

Administrator Rospert spoke on a survey that resident Jim Ortman did regarding the new stop signs installed on Williams Street, noting there are still several vehicles that do not stop at that intersection.

Went to Clark Equipment to have warranty work completed to a hydraulic valve on the new plow. A new cutting-edge blade on the 2022 Chevy 6500 plow was installed and placed the Nativity down at the old street barn.

Safety – Chief Meister recommended to Council to hire Emma Horchler for full-time police officer.

Motioned by Shafer, seconded by McManus, to approve the recommendation of Chief Meister to hire Emma Horchler as a full-time police officer at the rate of \$24.00 per hour, with a start date of February 10th and a six-month probationary period, contingent on passing her physical. Roll Call: McManus – yes, Taylor – yes, Naufel – yes, Rospert – yes, McIlrath – yes, Shafer – yes.

NEW COMMITTEE BUSINESS cont.

Safety cont. – Chief Meister informed Council that there were two bids that came in for the 2021 Chevy Tahoe and the winning bid was placed by Bay View Village Police Department. Motioned by Naufel, seconded by McIlrath, to accept the bid in the amount of \$20,000.00 from Bay View Village for the 2021 Chevy Tahoe Police Pursuit Vehicle.

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

Employees of Electric, Street, Water, Administrative Office, and Mayor attended the monthly AMP Safety Training, the topic was “Slips, Trips and Falls.”

Finance – Fiscal Officer Ramey stated that the bank rec’s for November and December are completed and that she is finishing up closing for 2025.

Motion by Rospert, seconded by McIlrath, to approve the Council Bills for the period of December 18th – January 28th.

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 December 18th – January 28th.

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

Motion by McManus, seconded by Shafer, to approve the Financials as presented.

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

Motion by McIlrath, seconded by Taylor, to increase the part-time employee’s wages by 3% retroactive back to January 12, 2026.

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

Motion by Naufel, seconded by McManus, to amend the Personnel Policy Section 3.1-A3, 3.1-A.3.C, 5.1-A.2, and 5.3-G to remove the word intermittent from the Policy.

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

Motion by McManus, seconded by Rospert, to amend the Personnel Policy Section 5.10 to read as follows: In the event the Village offers health insurance to its employees and an eligible employee elects not to participate in the Village health insurance (medical, dental and vision), he or she shall be entitled to a monthly payment based on the current terms of the health insurance agreement.

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

Motion by Taylor, seconded by McMaunus, to rescind the following motion made at the April 24, 2024, Council meeting: To offer full-time employees Medicare/Medicaid eligible not taking the plan will be 25% of a single rate.

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

NEW COMMITTEE BUSINESS – cont.

Motion by McManus, seconded by Naufel, to reimburse Cathy Ramey \$311.92 for her payment to the Village regarding Health Care reimbursement.

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

Motion by Rospert, seconded by McManus, to remove the current Cybersecurity Policy listed under Chapter 14, of the Personnel Policy and replace it with new Cybersecurity Policy and Incident Response Plan, that follows House Bill 96.

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

Regional Planning, Building Code, and Inspection – The Zoning Inspector is scheduling a Design Review Board meeting for, 29 East Church Street for a sign replacement and 44 East Front Street for a side wall mural.

Utilities – Water/Wastewater performed all testing and submitted necessary reports to the EPA, helped with snow plowing, exercised the valves in the lift and recirculation chamber at the WWTP, and sewer jetted issues due to equipment freezing or clogging.

In late December Franklin Sanitation was in to clean the wastewater collection system. Per the EPA, they must clean a quarter of the system each year.

They also contracted with Franklin Sanitation in January to haul 35,000 gallons of sludge to Norwalk WWTP and had them use their Vac truck to clean the digester tank they hauled the sludge from.

Tim Heim has been working with Erie County and the GIS mapping system, by entering the manhole locations, sewer main size, depth and location. He is taking the data and entering it into the GIS system map that will be accessible digitally. The Water Department has been working with Erie County Water and NECO Water to try and figure out why the master meter has not given them a reading. If the issue cannot be resolved, the county will replace the meter.

Tim Heim and Tyson Metz attended a GIS training at Erie County on January 21st.

Electric Department – Assisted with snow plowing, removed Christmas decorations in the square and at the Town Hall, received an order for seven transformers that was placed in October. One of which was returned to Monroeville Electric to replace the one given to the Village from them. A power outage on West Church Street affected five houses, power was restored in less than an hour and a half.

Civic Contacts – None

Parks and Trees – None

Records Commission - Records Commission Meeting will be held on March 10, 2026 at 9:00 a.m.

Citizens Property Maintenance Commission - None

Communications – None

UNFINISHED BUSINESS – None

LEGISLATION

Ordinance – Next Number will be 933-1-26

Resolution – Next Number will be 657-1-26

Questions for Next Meeting

Add to the Village social media the Sidewalk Ordinance regarding snow removal and speak to the Police Chief to enforce it.

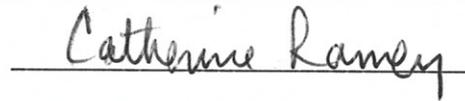
Adjournment

Motion by Taylor, seconded by McIlrath, 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