

# Village of Milan

## Council Meeting

### March 25, 2026

March 25, 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 Gabby Toscano and Fiscal Officer Cathy Ramey.

Motion by Rospert, seconded by Taylor, to approve the Minutes of the February 25<sup>th</sup> Regular Council Meeting. Roll Call: Naufel – yes, Taylor – yes, Shafer – yes, McManus – abstain, McIlrath – yes, Rospert – yes.

Motion by McIlrath, seconded by Taylor, to approve the Minutes of the March 12<sup>th</sup> Work Session Meeting. Roll Call: Taylor - yes, Shafer - yes, McManus-yes, McIlrath – yes, Rospert – yes, Naufel - yes.

**Citizen Participation** – Robert Wheeler asked permission to use Village Square for a No Kings Rally on March 28<sup>th</sup> from 12:00 p.m. – 2:00 p.m.

Motion by Taylor, seconded by McManus, to allow Robert Wheeler for use of the Village Square on March 28<sup>th</sup> from 12:00 p.m. – 2:00 p.m. upon proof of Village of Milan required insurance. Roll Call: Taylor – yes, Shafer – yes, McManus – yes, Naufel – yes, Rospert – yes, McIlrath – yes.

Marci Reikowski and Kristy Sholes with the Milan Library asked for the closing of Merry Street during their Touch-A-Truck event on June 13<sup>th</sup> from 9:30 a.m. – 1:30 p.m.

Motioned by McIlrath, seconded by Naufel, to close Merry Street during the Milan Library Touch-A-Truck event on June 13<sup>th</sup> from 9:30 a.m. – 1:30 p.m. Roll Call: Naufel – yes, Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes.

Mayor Crosby spoke on behalf of the Milan Chamber of Commerce for use of the Village Square for the 2026 Crusin' on the Square events, held each Tuesday beginning on the second Tuesday in May through September and requesting Park Street be closed from 5:00 pm. – 8:00 p.m. and music to begin at 4:30 p.m. and end at 8:00 p.m.

Motioned by McIlrath, seconded by Shafer, to allow the Milan Chamber of Commerce use of the Village Square for the 2026 Crusin' on the Square events, beginning on the second Tuesday in May through September (except for the Tuesday after Labor Day) with the closure of Park Street from 5:00 pm. – 8:00 p.m. with music to begin at 4:30 p.m. and end at 8:00 p.m. Roll Call: Taylor – yes, Shafer – yes, McManus – yes, Naufel – yes, Rospert – yes, McIlrath – yes.

**Citizen Participation cont.** – Mayor Crosby spoke on behalf of the Erie County Farm Bureau, they are requesting use of the Village Square for their annual Tractor Show on Sunday, August 30<sup>th</sup> from 2:00 pm. – 4:00 p.m. with the closure of Park Street from 1:00 p.m. – 4:30 p.m.

Motioned by Rospert, seconded by Naufel, to allow the Erie County Farm Bureau, they are requesting use of the Village Square for their annual Tractor Show on Sunday, August 30<sup>th</sup> from 2:00 pm. – 4:00 p.m. with the closure of Park Street from 1:00 p.m. – 4:30 p.m.

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

### **OLD COMMITTEE BUSINESS**

**Streets, Sidewalks and Storm Sewers** – Milan Manor Slope Failure Project update: ADR Engineering advised us that the engineering design and development of the construction plans are completed. They will be sending the plans over for our review this week for final approval. We are planning to have this project ready to be placed out for bid by the end of April.

On March 9<sup>th</sup>, RMH Concrete was hired by the Village to fix Church Street Road with fast setting concrete.

**Safety** – The Village received a complaint from a resident about the parking on Center Street. The area just south of Wilcoxson Street on the east side where numerous cars park, making it impossible to travel northbound. He would like for Council to consider not allow parking on Center Street. Council is not interested with no parking on Center Street at this time.

**Finance** – None

**Regional Planning, Building Codes & Inspection** – The Design Review Board meeting on February 26<sup>th</sup> for 29 East Church Street (sign replacement) and 44 East Front Street (side wall mural) both requests were tabled for a later review of updated information from owners, when available.

**Utilities** – The Water Tower System Improvements, 10-Year Water Tower Maintenance Program update: The Village received one bid from Midwest Tank Management, LLC for this project. Total cost of this project will be \$478,999, over ten years, with years one through three costing \$90,000 each year, and years four through ten costing \$29,857 each year. In legislation there is an Ordinance allowing the Administrator to enter into a contract for this project and using the Capital Improvement Fund to pay for the project.

**Civic Contacts and Historical Preservation** – None

**Parks and Trees** – None

**Records Commission** – The Records Commission met on March 10<sup>th</sup>. Brian Rospert was elected Chairperson and Cathy Ramey was elected Secretary. The Commission approved Julie's request for Mayor's Court and Utilities remote deposit capture checks from July 26, 2025, through January 25, 2026, with a destruction date of March 31<sup>st</sup>. Chief Meister requested the Commission consider updating his RC-2 for body cameras from six months to ninety days for storage, pending cases will remain in storage until the case is settled. Chief Meister also asked the Commission to consider approving his yearly record disposal, with a destruction date of April 7, 2026. Both requests were approved by the Commission.

**OLD COMMITTEE BUSINESS Cont. – Citizen Property Maintenance - None**

**NEW COMMITTEE BUSINESS**

**Streets, Sidewalks and Storm Sewers** – Began repairs to damaged sod torn up while snowplowing, cleaned catch basins and rebuilt road signs damaged by the high winds. Assisted the electric department due to storm damage and other unrelated issues.

A complaint from a resident was received in Indian Acres regarding corn stalks blowing into resident's yards. He did state that this occurred due to the high winds; however, he would like Council to consider an ordinance on this. An Ordinance on this, will not be considered.

**Safety** – Employees of Electric, Street, Water, Administrative Office, and Mayor attended the monthly AMP Safety Training, the topic was "...But what if it did."

Motioned by McIlrath, seconded by McManus, to accept Chief Meister's recommendation to hire Nicholas Staltero, as a full-time police officer, with a six-month probationary period, with a starting rate of \$24.00 per hour, effective April 7, 2026.

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

Motioned by Rospert, seconded by McManus, to accept Chief Meister's recommendation to hire George Ranney, as a part-time police officer, with a six-month probationary period, with a starting rate of \$20.00 per hour, effective April 7, 2026.

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

**Finance** – Fiscal Officer Ramey discussed the following: the February bank rec was completed, the Fund Summary 2026 total revenue was up compared from January 2026, and the overall expenditures were higher than the total revenue January 2026 due to purchase orders set up in advance for six months to a year. February 2026, month to date expenditure was lower than the overall revenue brought in.

Motion by Rospert, seconded by McIlrath, to approve the Council Bills for the period of February 26<sup>th</sup> – March 25<sup>th</sup>.

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

Motion by McManus, seconded by Shafer, to approve the Utility Bills for the period of February 26<sup>th</sup> – March 25<sup>th</sup>.

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

Motion by Rospert, seconded by McManus, to approve the financial reports as presented.

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

**NEW COMMITTEE BUSINESS – cont.**

Motion by Rospert, seconded by McManus, to amend the Personnel Policy, Section 5.4, (C) Sick Leave to read as follows: “Immediate family” is defined as the employee spouse, children (biological, adopted, step), parents (including stepparents), siblings, grandparents, grandchildren, and in-laws (mother, father, brother, sister). It also covers legal guardians, domestic partners (with affidavit), or individuals in loco parentis.

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

**Regional Planning, Building Code, and Inspection** – Motioned by McIlrath, seconded by Naufel, to approve the 2026 Temporary Encroachment of Public Right-of-Way for the Purpose of Sidewalk Dining and Outdoor Alcohol Consumption as presented.

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

The Board of Zoning Appeals will have a hearing on March 26<sup>th</sup> for a front yard setback area variance for 73 South Main Street, for a front porch.

**Utilities** – Water/Wastewater performed all testing and submitted necessary reports to the EPA, received and reviewed the National Pollutant Discharge Elimination Permit and takes effect April 1<sup>st</sup>. This permit from the Ohio EPA gives the Wastewater Treatment Plant permission to discharge from the plant into the Huron River. They collected TTHM and HAA5, chlorine disinfection byproducts, for the first quarter, all tests came back well below the required threshold, using the valve turner, they began cleaning and turning critical water valves in the system. With the assistance of the Electric Department, tying in operational functions at the Wastewater Plant to the new autodialer and SCADA System. With tying functions into the system, the operators will get alerts/notifications on their phones.

Control Associates rebuilt and calibrated the chlorine gas disinfection system at the WWTP. This is a requirement from the Ohio EPA each year.

Water/Wastewater Superintendent Simon and Administrator Rospert attended a Water and Sewer Regionalization Study Meeting and a County Commissioner earlier this month. The study is to come together to explore whether greater regional collaboration in water and sewer utilities could help stabilize rates.

The Electric Department Superintendent Metz created a street light spreadsheet and identified 162 streetlights in the Village, of the 162, 152 are now switched to LED.

On March 13<sup>th</sup>, employees of the Electric, Street, Water and Utilities stayed over to address storm damage due to the high winds. There was a total of at least four outages throughout the electrical distribution system, and all power was restored by 6pm that evening.

**NEW COMMITTEE BUSINESS – Utilities cont.**

Joe Hamilton submitted his letter of resignation effective March 13<sup>th</sup>. Joe worked for the Village for over 5 years and will be missed.

Motion by Naufel, seconded by Taylor, to accept Joe Hamilton’s resignation from the Electric Department effective March 13, 2026.

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

**Civic Contacts – None**

**Parks and Trees** – Under Legislation is a Resolution allowing the Village to apply for the 2026 Metroparks Local Park Capital Improvement Grant Program. This year the Village will be applying for maintenance repair work and painting on the gazebo at Lockwood Road Park.

**Records Commission** - Records Commission Meeting will be held on September 8<sup>th</sup>, time to be determined.

**Citizens Property Maintenance Commission - None**

**Communications** – Mayor’s Court Julie Stelzer, will be attending the 2026 Mayor’s Court Spring Conference April 23<sup>rd</sup> & April 24<sup>th</sup>.

Corey Ream, Superintendent of Edison Local Schools, would like to discuss with Council the possibility of tying their wastewater into our Wastewater Plant. The Board of Education is still exploring the options of consolidating building into one campus at the high school. He would like to attend the April Work Session to begin discussions. A Work Session will be scheduled for Thursday April 16, 2026, at 6:30 p.m.

**UNFINISHED BUSINESS**

Motion by Naufel, seconded by McIlrath, to enter into Executive Session regarding compensation of public employees and complaints against a public employee.

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

Motion by Taylor, seconded by Shafer, to exit Executive Session and return to Regular Session.

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

Motion by Naufel, seconded by McIlrath, to take action and set a Special Council Meeting on April 1, 2026. Roll Call: Rospert – yes, Taylor – yes, Shafer – yes, McManus – yes, McIlrath – yes, Naufel – yes.

**LEGISLATION**

Ordinance – Next Number will be 933-3-26

Resolution – Next Number will be 657-3-26

**AN ORDINANCE VACATING AN ALLEY BETWEEN BOND STREET AND WEST STREET IN THE VILLAGE OF MILAN**

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

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

**AN ORDINANCE AUTHORIZING AND DIRECTING THE FISCAL OFFICER TO EXPEND NOT MORE THAN \$20,000 FROM THE CAPITAL IMPROVEMENT FUND TO PAY FOR THE VILLAGE SIDEWALK PROGRAM AND DECLARING AN EMERGENCY**

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

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

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

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

**AN ORDINANCE AUTHORIZING AND DIRECTING THE FISCAL OFFICER TO EXPEND NOT MORE THAN \$478,999 FROM THE CAPITAL IMPROVEMENT FUND TO PAY FOR WATER TOWER MAINTENANCE AND IMPROVEMENT AND DECLARING AN EMERGENCY**

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

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

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

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

**AN ORDINANCE AUTHORIZING AND DIRECTING THE FISCAL OFFICER TO TRANSFER SIXTY-THREE THOUSAND NINE HUNDRED THIRTY-ONE AND 85/100 DOLLARS (\$63,931.85) FROM THE GENERAL FUND (1000) TO THE BUDGET STABILIZATION FUND (4902) OF THE VILLAGE OF MILAN, OHIO AND DECLARING AN EMERGENCY**

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

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

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

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

**AN ORDINANCE AUTHORIZING AND DIRECTING THE TRANSFER OF THIRTY-FIVE THOUSAND (\$35,000.00) FROM THE GENERAL FUND (1000) TO THE POLICE PENSION FUND (2131) OF THE VILLAGE OF MILAN, OHIO, AND DECLARING AN EMERGENCY**

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

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

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

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

**VILLAGE OF MILAN RESOLUTION ALLOWING THE VILLAGE ADMINISTRATOR TO APPLY FOR THE 2026 METROPARKS LOCAL PARK CAPITAL IMPROVEMENT GRANT PROGRAM AND DECLARING AN EMERGENCY**

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

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

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

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

**A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO CONTRACT WITH MIDWEST TANK MANAGEMENT LLC FOR WATER TOWER REPAIRS AND MAINTENANCE SERVICES AND DECLARING AN EMERGENCY**

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

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

Motion by Taylor, seconded by Naufel, to adopt by title only as an emergency.

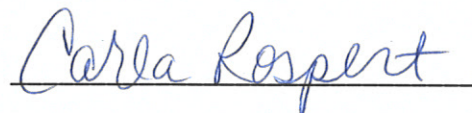
Roll Call: McManus – yes, McIlrath – yes, Naufel – yes, Rospert – yes, Taylor – yes, Shafer – yes.

**Questions for Next Meeting**

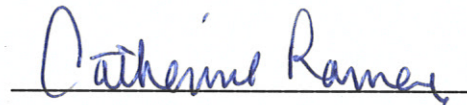
**Adjournment**

Motion by Naufel, 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