

Village of Milan
Council Meeting
June 24, 2026

June 24, 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 – absent.

Also present – Mayor Pam Crosby, Administrator Brian Rospert, Solicitor Gabby Tascano and Administrative Supervisor Julie Stelzer sitting in for Fiscal Officer Cathy Ramey.

Motion by McIlrath, seconded by Shafer, to excuse Tori Naufel from tonight's Regular Council Meeting. Roll Call: Taylor – yes Shafer – yes, McManus – yes, Rospert – yes, McIlrath – yes, Naufel – absent.

Motion by Rospert, seconded by McManus, to approve the Minutes of the May 27th Regular Council Meeting. Roll Call: Naufel – absent, Taylor – abstain, Shafer – yes, McManus – yes, McIlrath – yes, Rospert – yes.

Motion by McIlrath, seconded by Rospert, to approve the Minutes of the June 11th Work Session Minutes. Roll Call: McManus – abstain, McIlrath – yes, Naufel – absent, Rospert – yes, Taylor – yes, Shafer – yes.

Citizen Participation – Administrator Rospert spoke on behalf of Milan Melon Festival President Jeff Grames and Vice-President Pam Grames, since they were out of town for tonight's meeting, they offer no objections to the Agreement.

Motion by McIlrath, seconded by McManus, to approve the 2026 Milan Melon Festival Agreement as presented. Roll Call: Shafer – yes, McManus – yes, Naufel – absent, McIlrath – yes, Rospert – yes, Taylor – yes.

OLD COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – Milan Manor Slope Failure Project update: Riley Contracting plans to begin this project during the first week of August and anticipate a completion time of two to three weeks. Letters were sent to residents in Milan Manor announcing the work schedule. Administrator Rospert requested an extension of time with the Ohio Public Works Grant, which was approved.

Letters were delivered to affected residents regarding sidewalk repairs and the Bank and Front Street pavement project. A.J. Riley plans to begin this paving project in late July.

The Village received pricing for the additional paving project involving three alleys from Erie Blacktop Inc., in the amount of \$61,475.10 for this project. This will include two on the west side of Main Street and one on the east side.

OLD COMMITTEE BUSINESS -cont.

Motion by McManus, seconded by Shafer, to hire Erie Blacktop Inc. to pave three alleys in the amount of \$61,475.10.

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

ODOT informed the Village that Gerken Paving was awarded the State Route 113 East Project (between US 250 and Main Street) and project will begin in late July.

Safety – New “Slow Children at Play” signs were ordered. They will be installed on Huron Street and Merry Street.

Erie County Regional Planning agreed to perform traffic counts on Williams Street, Huron Street, Merry Street and Edison Drive. The study should be completed by the end of June/early July. Administrator Rospert mentioned that this study began on June 23rd.

Finance – None

Regional Planning, Building Codes & Inspection – None

Utilities – Generators for Landsdown Drive and Johns Manville lift stations have been ordered through Great Lakes Electric. Columbia Gas will install a gas line and meter at the Landsdown Lift Station. Johns Manville to determine whether the Village can utilize one of their existing gas lines to connect the generator.

The Village applied for the Erie County Economic Development, Public Safety, Infrastructure, Community Conventions & Visitors Bureau (EPIC) Grant in the amount of \$50,000.00 for the Water Tower Maintenance Program. If awarded, the funding will help offset the \$90,000.00 commitment this year. Midwest Tank also informed the Village that they will be moving in equipment to the site over the next several weeks and plan to begin the project sooner than anticipated.

An Ordinance to use the Capital Improvement Fund in the amount of \$41,724.00 for the Elm Street Looping Project will be under Legislation tonight.

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 – Over the past month the Street Department cold-patched roads, swept streets, sprayed weeds, and held brush pickup.

American Roadway Logistics was in to repaint both the double yellow centerlines and white pavement marking lines on Lockwood Road in the amount of \$2,244.00.

Street employee Gavin Mesenburg began training at the Wastewater Treatment Plant and is now on, on-call status in July for weekend chores.

The Electric and Street Departments worked together to clear trees from utility lines and low hanging branches along sidewalks and roadways.

NEW COMMITTEE BUSINESS – cont.

A new Graco Linelazer 3400 paint striping machine will be purchased through Mid-Ohio Spray Works in the amount of \$6,010. This unit will replace the existing machine, which is no longer operational, and will be used to repaint curbs, parking spaces, stop bars and crosswalks throughout the Village. Delivery is expected sometime in early July.

Safety – Employees of Electric, Street, Water, Administrative Office, and Mayor attended the monthly AMP Safety Training, the topic was Work Zone Safety.

Finance – Since Officer Ramey was not in attendance at the Council Meeting, her report sent to Council is as followed; “As of the end of May the percentage the target percentage should be 41.65%, on the Revenue Status report the revenue received for May in the General, Water, Sewer and Electric Funds are over or within less a percent of our targeted percentage. At this point not concerned about not hitting the estimated revenue by year end but will continue to review monthly. The Street Fund and the Capital Improvement Funds both reflect 20% revenue received. Once I receive the approved certificate of resources with the council approved increased transfers for both funds the percentages will be above our targeted amount for the end of May. If you look at the Appropriation Status you will see the major funds General, Street, Capital, Water, Sewer and Electric the year-to-date expenditures overall each fund is below the targeted percentage of 41.65%. Looking over each fund the accounts that are over should be enough in the overall budget to reallocate funds to the line items that may be short by year end. Again, I will continue to monitor each month moving forward. The Fund Summary Report revenue for the month of May and year to date is again higher than the monthly expenses and the year-to-date expenses. The bank reconciliation is also on Google drive for review. The interest earnings for the month of May were \$16,728.93. Finally, the 2027 Tax Budget is on the Google Drive for your review also. 2027 is estimated based on past information, additional projects, increased transfers, increased costs overall based on the economy moving forward. If you look at the General Fund you can see where we have begun the process of getting our General Fund Balance down to an acceptable level per Erie County Auditors standards and where we hope to be by year end 2027.

Motion by Rospert, seconded by McIlrath, to approve the Council Bills for the period of May 28th – June 24th. Roll Call: Shafer – yes, Naufel – absent, McIlrath – yes, Rospert – yes, McManus – yes, Taylor – yes.

Motion by Taylor, seconded by McManus, to approve the Utility Bills for the period of May 28th – June 24th. Roll Call: McIlrath – yes, Taylor – yes, Shafer – yes, McManus – yes, Naufel – absent, Rospert – yes.

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

NEW COMMITTEE BUSINESS – cont.

Finance cont. – The Ohio Plan/Love Insurance proposal for comprehensive property and liability coverage for the Village this year was presented. The total package premium increased by \$824, with a new renewal cost of \$35,574. The primary reason for the increase is the valuation increase of property, inland marine, special events and cybersecurity.

Motion by Rospert, seconded by Shafer, to approve the Ohio Plan/Love Insurance Proposal to provide comprehensive property and liability coverage for the Village of Milan, effective July 1, 2026, in the amount of \$35,574.00. Roll Call: Taylor – yes, Shafer – yes, McManus – yes, Rospert – yes, McIlrath – yes, Naufel – absent.

Regional Planning, Building Code, and Inspection – The Zoning Inspector issued a fence permit for 71 Bond Street, a playground structure permit for 77 Center Street, and a shed permit for 60 Cherry Street.

Utilities – Water/Wastewater performed all testing and submitted necessary reports to the EPA, flushed fire hydrants Elm Street, East Streets, and within the Sleepy Hollow, Landsdown and Indian Acres Subdivisions. A total of 22 hydrants were flushed this year. Assisted Erie County Water with the installation of the new twelve-inch master meter, hired Kelstin to make repairs to the grit classifier at the Wastewater Treatment Plant.

A preconstruction meeting was held with Midwest Tank and Erie County Water regarding the Water Tower Project. During the painting phase of the project, the water tower will remain out of service for approximately six weeks. During this time, all water will be supplied by the Kelley Road tower and will continue to flow through the master meter. They also met with Northern Ohio Rural Water to discuss emergency connection valves in the event of any issues during the project.

Water/Wastewater Superintendent Brad Simon and Administrator Rospert are developing a contingency plan containing pertinent information and contract details that will be distributed to the appropriate parties.

The Electric Department on Sunday June 7th made temporary repairs to a streetlight, after a vehicle accident struck a utility pole on South Main Street and Perrin Road causing it to crack an estimate from Main Lite Electric to install a new pole and transfer all wires and hardware was submitted to Progressive Insurance Company for reimbursement, also included was the Village of Milan costs, police report, and photos.

The electric department worked with Tenneco on a possible voltage issue. The issue was on Tenneco's side of the transformer.

Civic Contacts – None

Parks and Trees – The Village of Milan received Tree City USA Award this past month. This marks the 23rd consecutive year that the Village has received this award.

NEW COMMITTEE BUSINESS – cont.

Records Commission - Records Commission Meeting will be held on September 8th, time to be determined.

Citizens Property Maintenance Commission - None

Communications – None

UNFINISHED BUSINESS

None

LEGISLATION

Ordinance – Next Number will be 941-6-26

Resolution – Next Number will be 661-6-26

AN ORDINANCE ADOPTING A CYBER SECURITY POLICY

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

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

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

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

AN ORDINANCE AUTHORIZING AND DIRECTING THE FISCAL OFFICER TO EXPEND NOT MORE THAN \$41,724.00 FROM THE CAPITAL IMPROVEMENT FUND TO PAY FOR THE ELM STREET LOOPING PROJECT FOR THE VILLAGE OF MILAN DECLARING AN EMERGENCY

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

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

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

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

A RESOLUTION ADOPTING THE ERIE COUNTY NATURAL HAZARDS MITIGATION PLAN AND DECLARING AN EMERGENCY

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

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

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

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

Questions for Next Meeting

Setting a Public Hearing for Tax Budget on July 9, 2026 at 6:15 p.m. and a Special Council Meeting on July 9, 2026 at 6:30 p.m.

Adjournment

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

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

Carla Rospert

Carla Rospert, Council President

Catherine Ramey

Catherine Ramey, Fiscal Officer