Village of Milan
Council Meeting
August 26, 2026

August 26, 2026, Council Meeting was called to order with the Pledge of Allegiance by Mayor Pam Crosby.

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

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

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

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

Citizen Participation – Administrator Rospert on behalf of the Milan Township Fire Department, asked permission to close N. Center Street from Church Street to Front Street on Sunday September 6th from 8:00 a.m. until 5:00 p.m. for the Milan Township Fire Department Annual Chicken BBQ.
Motion by McManus, seconded by Taylor, to allow the closure of N. Center Street from Church Street to Front Street on Sunday September 6th during the hours of 8:00 a.m. until 5:00 p.m.
Roll Call: McIlrath – yes, Rospert – yes, Taylor – yes, McManus– yes.

Paul Heil on behalf of the Milan Cub Scouts, asked permission for use of the Village Square for the Cub Scouts Annual Carnival on September 23rd from 5:00 p.m. until 9:00 p.m.
Motion by McIlrath, seconded by McManus, to allow the Milan Cub Scouts permission to use the Village Square on September 23rd during the hours of 5:00 p.m. until 9:00 p.m. for their Annual Cub Scout Carnival.
Roll Call: Taylor – yes, McManus– yes, Rospert – yes, McIlrath – yes.

Administrator Rospert, on behalf of Diane Moyer, asked permission to use the Gazebo in the Square for her son's wedding ceremony on October 31st from 11:00 a.m. until 11:30 a.m.
Motion by McManus, seconded by Taylor, to approve the use of the Gazebo in the Square on October 31st from 11:00 a.m. until 11:30 a.m. for her son's wedding.
Roll Call: McManus– yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Citizen Participation – cont. – Erie County Auditor Rick Jeffrey discussed the 2027 Tax Budget. Motion by Rospert, seconded by McIlrath, to reduce the General Fund by up to $80,000 for the year of 2026-2027 pay and to take it to the budget Commission for approval.
Roll Call: McManus– yes, Rospert – yes, McIlrath – yes, Taylor – yes.

OLD COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – Riley Contracting plan to begin the Milan Manor Slope Failure Project sometime after Labor Day and anticipate completing the project within two to three weeks. Yards were restored by A.J. Riley from the West Front Street and Bank Street Paving Project and Erie Blacktop restored yards from the three alleys they paved earlier this year. ODOT notified the Village that Gerken Paving was awarded the State Route 113 East Project (between US 250 and Main Street), the project is scheduled for the week after Labor Day. Church Street will be closed for approximately two weeks.
RMH Concrete completed the Annual Sidewalk Project last month in selected areas, the east side of Main Street and the Huron Street Sidewalk Project. Tek Seal, seal-coated and restriped the Administration Office Parking Lot and the Parking Lot behind the Village Drive Thru.
The new John Deere 310G Backhoe expected delivery date is August 28th.

Safety – Erie County Regional Planning has completed the traffic count on Williams Street, Huron Street, Merry Street and Edison Drive. Administrator Rospert will email reports to Council and discuss findings at the next Work Session.

Finance – None

Regional Planning, Building Codes & Inspection – None

Utilities – Landsdown Drive Lift Station has been installed. On August 10th, Columbia Gas installed the gas line and meter to the unit. Great Lakes Electric made the final connection and put the unit into operation on August 13th. Great Lakes Electric put in a concrete pad and set the new generator at Johns Manville. Johns Manville is expected to install the new gas line in the coming weeks. The Village received a $25,000.00 grant from the Erie County Economic Development, Public Safety, Infrastructure, Community Conventions & Visitors Bureau (EPIC) Grant for the Water Tower Maintenance Program. The Village has submitted for reimbursement in that amount. Midwest Tank has completed the interior and exterior painting of the tower. The logo will also be completed this week on the north and south side of the structure. The tower is scheduled to be back online late this week or early next week. R.A. Bores completed the S. Edison Drive Water Line Looping Project, the week of July 27th. They are scheduled to come back later this year for the Elm Street Water Line Looping Project. The Village was one of 68 participants that was awarded a Grant for municipal cyber security program, through AMP. This includes annual utility cyber assessments, cyber awareness solutions training, educational webinars, hands on enrollment and information sharing. This is a federally funded grant, for three years.

Civic Contacts and Historical Preservation – None

Parks and Trees – Hinman Tree removed a tree on Chippewa Drive, S. Main Street, Huron Street, N. Edison Drive, and several trees in Milan Manor and are expected to be back this month to trim several trees on Berlin Street and Edison Drive. The Street Department filled the ground out tree stumps and restored the lawns.

Records Commission – None

Citizen Property Maintenance – None

NEW COMMITTEE BUSINESS

Streets, Sidewalks and Storm Sewers – B & N Automotive changed oil and filters on the Street Sweeper. Weilnau Farms began mowing the Village's hills, ditches and tree lines.
Council President Rospert would like Lockwood Park to have a garbage can placed there for people who use the picnic table for lunches.

Safety – Employees of Electric, Street, Water, Administrative Office, and Mayor attended the monthly AMP Safety Training, the topic was Focus 4.

Finance – July year to date revenue is higher than expenses, month to date revenue is lower than the expenses on some of the major funds but currently she isn't concerned because the funds are doing fine and the revenue coming in is making up in those funds. She will begin to work on the proposed permanent appropriations for 2027 with the department heads in September. Fiscal Officer Ramey stated the interest for the month of July was $20,286.82 and investments are being moved to a new firm. Wells Fargo will no longer hold securities for municipalities, governments and school districts so she should have a new firm set up by the Work Session and that 2 million dollars will be invested. Fiscal Officer Ramey notified Council that she has elected to do delinquent letters with R.I.T.A. and office subpoenas.

Motion by Rospert, seconded by Taylor, to approve the Council Bills for the period of July 23rd – August 26th. Roll Call: McManus – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Motion by McManus, seconded by McIlrath, to approve the Utility Bills for the period of July 23rd – August 26th. Roll Call: Taylor – yes, McIlrath – yes, McManus – yes, Rospert – yes.

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

Regional Planning, Building Code, and Inspection – A fence permit for 30 W. Front Street and 345 Melanie Lane was issued along with a deck permit for 62 S. Huron Street.
The Design Review Board approved a new business request for a sign change at 52 E. Front Street for Hometown Roots and Salon on August 20th. The zoning inspector is investigating two new Property Maintenance complaints at 164 S. Center Street and 197 S. Main Street.
Electric department employee Dave Swartz would like to be considered for the open Zoning Inspector's position. Administrator Rospert recommended appointing Dave to this position effective September 23rd, with a six-month probationary period with $2,500 per year annual stipend, payable at a monthly rate of $208.33.

Regional Planning, Building Code, and Inspection cont. – Motion by McIlrath, seconded by McManus, to appoint Dave Swartz as Zoning Inspector effective September 23rd, with a six-month probationary period with a $2,500 per year stipend, payable at a monthly rate of $208.33. Roll Call: McManus– yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Utilities – Water/Wastewater Superintendent Brad Simon attended a two-day webinar for water and wastewater operators by OTCO (Operator Training Committee of Ohio) and has received 12 hours of continuing education and Water/Wastewater employee Tim Heim renewed his Water Reclamation 1 license. Franklin Sanitation cleaned and cleared the sanitary sewer mains throughout the wastewater collection system, a preventive measure required by the EPA. A pressure level transducer at the Wastewater Treatment Plant wet well was also replaced this month.

The Electric Department assisted the Wastewater Department with repairing two micro switches at the plant for the weir tanks and removed two spans of old wire and an old transformer on Warwick Drive. Assisted Monroeville Electric Department on two separate occasions, once removing an air switch that had caught fire and the other, helping them with setting a new pole while their digger truck was out of service. A power pole fell over at 34 Broad Street with wires on the ground. All departments worked together to replace the pole and restore power on August 5th. Replaced three-wire secondary power with triplex on Perrin Road, transferred power on the pole at 55 Bond Street to the new pole, removed the old pole from there and two old poles on Seminary Road.

Civic Contacts – Trick-or-Treat and Halloween Parade to be held Saturday, October 31st with the parade beginning at 4:00 p.m., followed by Trick-or-Treat until 6:00 p.m. with a rain date of November 1st.
Motion by McIlrath, seconded by McManus, to approve having the Halloween Parade to be held Saturday, October 31st with the parade beginning at 4:00 p.m. followed by Trick-or-Treat until 6:00 p.m. with a rain date of November 1st. Roll Call: McIlrath – yes, Rospert – yes, Taylor – yes, McManus– yes.

Parks and Trees – None

Records Commission - Records Commission Meeting will be held on September 8th, time to be determined. Staff received numerous record requests from a company called Data Branch searching to see if the Village worked with different vendors, a response was sent for each request.

Citizens Property Maintenance Commission - None

Communications – None

UNFINISHED BUSINESS
None

LEGISLATION
Ordinance – Next Number will be 943-8-26
Resolution – Next Number will be 663-8-26

AN ORDINANCE DECLARING THE 2007 JOHN DEERE 310SG BACKHOE AND THE SPEEFLO PAINT STRIPER NOT NEEDED FOR VILLAGE PURPOSES AND DECLARING AN EMERGENCY

Motion by McIlrath, seconded by McManus, to bring this Ordinance to its second reading by title only.
Roll Call: Rospert – yes, Taylor – yes, McManus – yes, McIlrath – yes.

Questions for Next Meeting

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

Carla Rospert, Council President

Catherine Ramey, Fiscal Officer