Village of Milan
Council Meeting
October 5, 2026
Rescheduled from September 23, 2026

October 5, 2026, Council Meeting was called to order with the Pledge of Allegiance by Mayor Pam Crosby.

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

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

Motion by Naufel, seconded by Taylor, to excuse Shafer and McIlrath from tonight's meeting. Roll Call: Taylor - yes, McManus - yes, Naufel - yes, Rospert - yes.

Motion by Taylor, seconded by Rospert to approve the Minutes of the August 26th Regular Council Meeting. Roll Call: Naufel – yes, Taylor – yes, McManus – yes, Rospert – yes.

Citizen Participation – Mayor Crosby on behalf of Candace Tice discussed Candance inquiring about adding sidewalks or pedestrian walkway from Milan Manor to Main Street. After discussing the potential costs of this, Councilperson Rospert said that we would look into grant funding for this project.

Administrator Rospert on behalf of Zach Rospert of the Holly Run Committee, asked permission on having the Annual Holly Run on November 14th wit the closure of Center Street from Church Street to Merry Street and no parking on Center Street the morning of the race. Motion by Naufel, seconded by McManus to allow the Annual Holly Run on November 14th along with the requested street closure and no parking on Center Street. Roll Call: Naufel – yes, Taylor – yes, Rospert – abstain, McManus – yes.

Mayor Crosby stated that we will forgo reading the Village Administrator's Report and add his report into the minutes. She asked Council if they had any questions regarding the report, since there were no questions, Council moved to New Business Finance.

Old Business:

Streets, Sidewalks and Storm Sewers

Milan Manor Slope Failure Project update: Riley Contracting began this project on September 14th. To date the GeoPier piers have been installed, curb and gutter removed, installed the underdrain, and began backfilling the slope. By the end of this week, they anticipate having the roadway dug out, new stone aggregate, and new curb and gutter

Streets, Sidewalks and Storm Sewers – cont. installed. Next week they are scheduled to complete the asphalt paving portion of the project. **NOTE: As of this meeting, other than having a little dirt work done, this project is completed.**
Update on the State Route 113 East Project (between US 250 and Main Street). The project began on September 14th and is scheduled to be completed by September 28th. As of this writing, all the pavement patches and ADA ramps are completed. The pavement will be micro-milled and then restripe the pavement to complete the project. **NOTE: As of this meeting, the project is completed and the roadway reopened on October 2nd.**
We took delivery of the new John Deere backhoe on September 9th and it is in service.

Safety
None

Finance
None

Regional Planning, Building Codes & Inspection
None

Utilities
The new generator at Johns Manville is operational.
Update on the Water Tower Rehabilitation Project: Midwest Tank has completed the project, and the Water Tower is back in service.
R.A. Bores was on site the week of September 14th to complete the Elm Street Water Line Looping Project.

Civic Contacts
None

Parks and Trees
None

Records Commission
None

Citizen Property Maintenance
None

New Business:

Streets, Sidewalks and Storm Sewers
Over the past month the Street Department performed the following tasks: swept streets, cut grass, cold patched roads, backfilled and planted grass where several tree stumps were removed, set up for the Melon Festival, cleaned up after, and held brush pickup.
Homestead Carpentry completed the Lockwood Road Park Gazebo Project earlier this month. The Street Department planted six new boxwoods and put down mulch. Julie completed and submitted the closeout paperwork for MetroParks Grant for reimbursement.

Streets, Sidewalks and Storm Sewers - cont. RD Concrete replaced a storm sewer line on Melanie Lane and performed an exploratory dig at the intersection of Huron Street and Merry Street for a sink hole. They uncovered an abated catch basin about three feet into the ground. We had them cap it off and cover it with stone.

Safety

Employees from the Electric, Street, Water, Administrative Office, and the Mayor attended the monthly AMP Safety Training, topic was Learning from Accidents.

Finance

A short recap on the August Financials. The Fund Summary year to date revenue is approximately $200,000.00 higher than the expenditures. The Revenue Status and the Appropriation Status reports continue to reflect revenue collected is at or above the projected 66.64 percent. While the expenses for all major funds are lower than 66.64 percent except the Capital Fund. The Capital Fund higher percentage is due to the ongoing projects approved by council.

In the legislation tonight, the ordinance increases the appropriations for the Street Fund 2011, and the Utilities Deposit Fund 5781. The Street Fund accounts represent the approved increase for the yearly transfer from the General Fund. The Utilities Deposit Fund increase is due to increased utilization. The Resolutions represent the acceptance of the revised Village of Milan's 2026-2027 Tax Budget which was sent to the County Auditor in July. The second Resolution is to create two new funds, the Mayors Court Custodial Fund (9901) and the Utilities Deposit Fund (9902).

In addition, as mentioned prior, the audit has been completed and has been reviewed by all parties and will be signed and sent back to our auditors who will send it on to the State for review. Until the State completes their review, all information pertaining to the audit is confidential.

Motion by Rospert, seconded by Taylor, to approve the Council Bills for the period of August 27th – September 23rd. Roll Call: McManus – yes, Taylor – yes, Naufel – yes, Rospert – yes.

Motion by Taylor, seconded by McManus to approve the Utility Bills for the period of August 27th – September 23rd. Roll Call: Taylor – yes, McManus – yes, Naufel – yes, Rospert – yes.

Motion by Rospert, seconded by Naufel to approve the Financial Report as presented.
Roll Call: Rospert – yes, Taylor – yes, McManus – yes, Naufel – yes.

Regional Planning, Building Code, and Inspection

This past month the Zoning Inspector denied a shed permit application due to non-compliant setbacks. The Design Review Board is in the process of scheduling a meeting for the proposed fuel island canopy at the gas station.

Utilities

Over the past month, the Water/Wastewater performed the following tasks:

Performed all required testing and submitted all necessary reports to the EPA, completed numerous OUPS Tickets for the month, and assisted the Electric Department on several occasions.

Repaired a water main leak in Beantown near where a subcontractor was working on a gas line to Johns Manville.

Set up all the water connections for the Melon Festival and remove them after.

Kelstin Company was in to repair the grit screw bearing at the Wastewater Treatment Plant this past and R.A. Bores was in to replace two six-inch plug valves at the Wastewater Treatment Plant this past month.

Repaired a clogged three-inch airline at the Wastewater Treatment Plant. This pipe pushes air through to the grit screw, which uses an air lift to lift the grit from the bottom of the grit chamber. Within the blockage they found toys, mopheads, rags and wood lodged in the airline.

Over the past month the Electric Department performed the following tasks:

This past month they set up and removed all the electrical panels and power needs for the Melon Festival, along with the banners.

Repaired an electrical power issue on Bank Street and Huron Street.

Removed a span of Hendrick's electrical wire on Bank Street and recycled the wire.

Assisted the Street Department on several occasions with brush and lawn restorations.

Civic Contacts

None

Parks and Trees

None

Records Commission

The Records Commission met on September 15th and approved the destruction of both Mayor's Court and Utilities Remote Deposit Capture Check disposal for January 26, 2026, through July 26, 2026, with a destruction date of September 30, 2026.

Citizens Property Maintenance Commission - None

Communications

Julie attended the 2026 Fall Mayor's Conference in Geneva-on-the-Lake last week.

Unfinished Business

Naufel mentioned that after the electric was repaired at her house that the fence behind her garage hasn't been fixed and that there is still brush behind the barn. Administrator Rospert stated that this will be taken care of immediately.

Legislation

Ordinance – Next Number will be 943-10-26

Resolution – Next Number will be 663-10-26

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

Motion by Taylor, seconded by McMnaus, to pass by title only as an emergency.
Roll Call: Taylor - yes, McManus - yes, Naufel - yes, Rospert - 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 McManus, seconded by Naufel, to bring this Ordinance to its first reading by title only.
Roll Call: Rospert - yes, Taylor - yes, McManus - yes, Naufel - yes.

A RESOLUTION ESTABLISHING A MAYOR'S COURT CUSTODIAL FUND AND A UTILITY DEPOSIT FUND FOR THE VILLAGE OF MILAN AND DECLARING AN EMERGENCY

Motion by Taylor, seconded by Rospert, to bring this Ordinance to its first reading by title only.
Roll Call: McManus - yes, Naufel - yes, Rospert - yes, Taylor - yes.

A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR AND DECLARING AN EMERGENCY
Motion by Rospert, seconded by McManus, to bring this Ordinance to its first reading by title only.
Roll Call: Naufel - yes, Taylor - yes, McManus - yes, Rospert - yes.

Adjournment

Motion by Naufel, seconded by McManus, to adjourn tonight's meeting.
Roll Call: Taylor - yes, McManus - yes, Rospert - yes, Naufel - yes.

Carla Rospert

Carla Rospert, Council President

Catherine Ramey

Catherine Ramey, Fiscal Officer