



Village of Milan
Regular Council Meeting
May 22, 2019

The May 22, 2019 Regular Meeting was called to order with the Pledge of Allegiance by Mayor Richard Maloney.

Roll call: Barber – yes, Crosby - yes, Jenkins – yes, Rospert – yes, Smith – yes, Shafer - yes. Also present: Mayor Richard Maloney, Fiscal Officer Scott Palmer, Administrator Brian Rospert, and Attorney Jim Barney.

Motion by Barber, seconded by Crosby to approve the Minutes of the April 24, 2019 Council Meeting. Vote – all in favor, motion carried.

Motion by Barber, seconded by Jenkins to approve the Council bills for the period of April 25th – May 22nd. Vote – all in favor, motion carried.

Motion by Barber, seconded by Rospert to approve the Utility bills for the period of April 25th – May 22nd. Vote – all in favor, motion carried.

CITIZEN PARTICIPATION

Rex Stanforth representing the Milan Community Vacation Bible School asked for permission to use the Village Square on June 21st from 10am to 12pm to celebrate the finish of Bible School week.

Motion by Rospert, seconded by Barber, to allow Milan Community Vacation Bible School to use the Village Square on June 21st from 10am to 12pm. Vote – all in favor, motion carried.

Daniel Stott from Milan Troop 214 discussed his Eagle Scout project for Sleepy Hollow Playground/Park. He would like to make improvements and repairs to the boarder surrounding the playground. The project should be completed sometime in early August.

Motion by Barber, seconded by Shafer, to allow Daniel Stott to make improvements and repairs to the Sleepy Hollow Playground/Park. Vote – all in favor, motion carried.

Tiffany Burdge with the Brownie Daisy Troop asked council to approve the sale of lemonade during the Tuesday evening car shows. Pam Crosby recommended that Tiffany talk with Greg Cumston who runs the car show to make sure he approves.

Motion by Rospert, seconded by Smith, to allow the Brownie Daisy Troop to sell lemonade during the Tuesday evening car shows contingent on approval by Greg Cumston. Vote – all in favor, motion carried.

OLD BUSINESS

Streets, Sidewalks and Storm Sewers – None

Safety – Work continues with Richland Engineering on our Safe Routes to School Project for the design portion. The quarterly meeting with ODOT District 3 is scheduled for Wednesday June 12th at 1:00pm in Ashland.

Finance - None

Regional Planning, Building Codes & Inspection – The Zoning Inspector continues to work with the new property owner of 73 Center Street regarding changes to the property. No decisions have been made.

The Erie County Regional Planning notified the Village that boundaries were recently questioned for the 2020 U.S. Census. Discussions were held with the Erie County Auditors and Milan Township Officials to resolve the issues. Milan Township and the Village believe that the previous map was the correct map for the boundaries. Mayor Maloney and Township Officials met with Erie County Officials to resolve the disputed boundaries. All the boundaries between the Village and the Township have been restored to their historical locations.

Utilities – Kelstin Inc. completed Phase II of the Wastewater Treatment Project. Administrator Rospert was very happy with the work that was completed.

Columbia Gas started Phase I of their gas line replacement project within the Village on April 15th. Phase I of the project will affect the following streets: Liberty, Huron, Front, Bank, Church, Merry, and Williams. The project is staying on schedule even with the inclement weather. So far there have been minimal complaints from residents.

Work continues with our Criteria Engineer for the North Substation Design Build Project. A Request for Qualifications (RFQ) was sent to six different firms. All RFQ's are requested to be submitted to the Village by Friday May 31st. The RFQ's received will be scored and narrowed down to 3 firms. A Request for Proposal (RFP) will then be issued to those firms for technical and pricing proposals. The anticipated schedule is to have a Design Build pre-construction

meeting on August 1st, Construction Stage Notice to Proceed on September 2nd, Substantial Completion of all work on April 30, 2020 and Design Build Services completed on May 29, 2020.

Civic Contacts and Historical Preservation – Ohio Chautauqua will begin on Tuesday June 11th and run through Saturday June 15th in the Village Square.

Parks and Tree – Recommendations to fill the open positions of the Village of Milan Beautification Commission.

Motion by Crosby, seconded by Jenkins, to appoint Tina Frederick (Member of the Milan Chamber of Commerce) to the Village of Milan Beautification Commission to serve a one (1) year appointment.

Roll call: Barber - yes, Crosby - yes, Jenkins - yes, Shafer - yes, Smith - yes, Rospert - Abstain.

Motion by Smith, seconded by Barber, to appoint Marsha Scott (member of the Milan Garden Club) to the Village of Milan Beautification Commission to serve a two (2) year appointment.

Roll call: Crosby - yes, Jenkins - yes, Shafer - yes, Smith - yes, Rospert - yes, Barber - yes.

Motion by Rospert, seconded by Barber, to appoint Al Buggele (Village of Milan Resident) to the Village of Milan Beautification Commission to serve a three (3) year appointment.

Roll call: Jenkins - yes, Shafer - yes, Smith - yes, Rospert - yes, Barber - yes, Crosby - yes.

Roe's Tree Service completed tree removal and tree trimming at select areas on Edison Drive, Huron Street, Main Street, Center Street, Church Street and Liberty Street. Two of the trees were removed strictly for safety clearance of intersections one of which was a Maple tree at Oak Street and Main Street and the other was a Walnut tree at Old State and Main Street.

Records Commission – The next Records Commission Meeting will be scheduled for June 26th at 5:30pm.

NEW BUSINESS

Streets, Sidewalks and Storm Sewer – The Street Committee held a meeting on May 16th to discuss this year's street and sidewalk projects, hiring summer help and replacement of a storm sewer on Sleepy Hollow Road. Ben Smith was selected to be chairperson and Nate Shafer was selected to be secretary. The road project on Sleepy Hollow Drive needs to be completed with three quotes were received. A.J. Riley had the lowest bid at \$49,635.

Motion by Smith, seconded by Barber, to approve A.J. Riley with a bid of \$49,635 to complete the Sleepy Hollow road project.

Roll call: Rospert - yes, Barber – yes, Crosby - yes, Jenkins - yes, Shafer - yes, Smith – yes.

Sidewalk projects will be completed on Church Street, Front Street, Edison Drive, and Lockwood Road. The west side of the Village Square will be postponed until a later date. RMH Concrete, LLC. submitted the lowest bid at \$23,384.

Motion by Smith, seconded by Barber, to approve RMH Concrete, LLC. with a bid of \$23,834 to complete the sidewalk projects for 2019.

Roll call: Jenkins - yes, Shafer - yes, Smith – yes, Rospert - yes, Barber – yes, Crosby – yes.

Every year the Village budgets \$25k for sidewalk projects. The possibility of not doing any sidewalk projects in 2020 and using the \$25k in 2021 for a total budget of \$50k in preparation for the Safe Routes to School project was discussed.

Part-time summer help is needed again this year and has been huge help for the street department. This position is part-time only and will only be used when help is needed. This position will be offered at \$12 per hour for a maximum of 30 hours from June through November.

Motion by Smith, seconded by Barber, to hire part-time summer help at \$12 per hour from June through November. Vote – all in favor, motion carried.

There is a storm drain issue on Sleepy Hollow Road that needs to be repaired before the road project can be completed. R.A. Bores will replace 220' of concrete pipe with PVC pipe for \$6,782.

A request was received from Erie County to enter into agreement with them to solicit bids for highway rock salt to be used for snow and ice removal. In the past we requested 400 tons and it is recommended to do the same for 2019/2020. This agreement does not bind the Village to the full 400 tons of salt.

Motion by Smith, seconded by Jenkins, to enter into agreement with Erie County to solicit bids for highway rock salt.

Roll call: Crosby – yes, Jenkins - yes, Shafer - yes, Smith – yes, Rospert - yes, Barber – yes.

The Street Department has been picking up trash, mowing, prepping the Village grounds for Memorial Day, performing general maintenance on equipment, cold patching holes in the roadway, trimming trees, and completed the second brush/yard waste pick up of 2019.

On April 23rd there was a vehicle accident on Williams Street just east of U.S. 250 that caused damage to a Village guardrail. The Village has been in contact with the accident victim's insurance company and they agreed to pay for the necessary repairs. Lake Erie Construction was hired to complete the repairs in the amount of \$1,783.

American flags were installed on the light poles around the square and new flags that were donated by the Milan Legion Post were installed at the Administration Office and Village Square.

Safety – Council Barber read a letter by Police Chief Meister requesting to hire part time police officer Dakota Brisset.

Motion by Barber, seconded by Jenkins to hire Dakota Brisset as a part time police officer at a pay of \$12.00 per hour with a one-year probationary period. Vote – all in favor, motion carried.

A safety meeting was held on May 14th. Todd Barber was elected chairperson and Dave Jenkins as secretary. The Erie County Sheriff's office donated 2 armor body plates to the Village PD. Two vests will need to be ordered to have a plate in each cruiser.

There was a noise complaint at the April 24th Council Meeting against Johns Manville. The Village ordered a decibel meter to test the level of the noise. Administrator Rospert and Mayor Maloney met with Johns Manville and stated that the noise was emanating from an air filter cleaning system which was required by the EPA. Johns Manville lengthened the cycle time to the maximum allowed. Aside from meeting with the company there is nothing the Village can do to alleviate the problem.

The Milan PD and Administration will be assisting other local agencies with a Bike Rodeo at Edison Elementary School on Monday, June 10th at 9:00am.

Finance – None

Regional Planning, Building Codes & Inspection – The Zoning Inspector issued one permit for a fence and one permit for a barn.

Utilities – The Village received a request from EHOVE Adult Education Electrical Tech Program to partner with the Electric Department this year with an internship. This program is a 64 hour internship and the Electric Department is willing to participate.

Motion by Barber, seconded by Rospert, to enter into agreement with Erie County to solicit bids for highway rock salt.

Roll call: Crosby – yes, Jenkins - abstain, Shafer - yes, Smith – abstain, Rospert - yes, Barber – yes.

The Water & Wastewater Department completed the daily, weekly and monthly EPA testing and reports. They worked with various contractors locating water and sewer lines, replaced a water meter on Front Street, began cutting weeds at the WWTP, started cleaning up the storage room of old parts and sent metal and copper to the recyclers, began flushing hydrants for the season, assisted the Street Department in jetting out several storm sewers, and helped with brush and yard waste pickups.

The Electric Department worked with various contractors locating underground utilities, replaced a damaged surge suppressor on the South Circuit Voltage Regulator, and added SF6 gas to the 69 kv switch to bring it up to the required pressure. Both substations were placed back into service after the completion of both jobs. They began to trim trees away from electrical services, removed capacitor banks that were not in use on Bank Street, and assisted the Street Department with brush and yard waste.

All departments worked on a drainage line that was damaged during a new pole installation on Main Street by Chippewa Drive.

A bid for the Scaleton digital drum scales was received on GovDeals for \$10.00.

Civic Contacts – The Electric Department is in the process of assisting the Milan Museum installing new banners on poles on Church Street and Edison Drive.

Parks and Trees – Three trees were planted in the Village on Arbor Day and the Village also assisted the Tree Commission with trimming of young trees.

Mulch was put down in the Village Square, Administration Office, and Lockwood Road Park in preparation of Memorial Day.

Records Commission – None

Citizens Property Maintenance Commission – None

Communications – Julie Stelzer attended the Baldwin Group user meeting in Cleveland on April 23rd. The Baldwin Group is the software support company used by Mayor’s Court, with electronic access to the Ohio Bureau of Motor Vehicles and Ohio Supreme Court. She attended the Mayor’s Court Spring Conference which was held in Cleveland on April 25th and 26th which covered a variety of topics from License Restrictions, Medical Suspensions, Interlock and Probation, Drug Impaired Drives, BCI, and disposition reporting.

UNFINISHED BUSINESS

None

LEGISLATION

Ordinance – Next Number will be 762-05-19

Resolution - Next Number will be 600-05-19

**AN ORDINANCE ESTABLISHING THE POSITION OF CORPORAL FOR THE VILLAGE OF MILAN POLICE DEPARTMENT AND REPEALING §139.01 OF THE MILAN CODIFIED ORDINANCES
ORD #762-05-19**

Motion by Barber, seconded by Smith, to bring this ordinance to its third and final reading by title only. Roll call: Barber – yes, Crosby – yes, Jenkins - yes, Rospert - yes, Smith – yes, Shafer – yes.

Motion by Rospert, seconded by Smith, to adopt by title only. Roll call: Rospert - yes, Smith - yes, Shafer – yes, Barber – yes, Crosby – yes, Jenkins – yes.

**AN ORDINANCE AMENDING EXHIBIT A TO ORDINANCE 690-06-16
RELATIVE TO THE COMPENSATION OF THE VILLAGE EMPLOYEES**

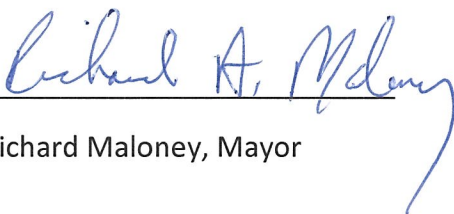
Motion by Barber, seconded by Smith, to bring this ordinance to its second reading by title only.
Roll call: Smith – yes, Shafer - yes, Barber – yes, Crosby – yes. Jenkins - yes, Rospert – yes.


QUESTIONS FOR THE NEXT MEETING

Village Solicitor Jim Barney discussed the 2016/2017 audit for the Village. The Village received a management letter that included a finding for recovery against Mary Bruno in the amount of \$2,979. It is Mr. Barney’s statutory obligation to try and collect these funds from Ms. Bruno.

ADJOURNMENT

Motion by Jenkins, seconded by Rospert to adjourn tonight’s meeting. Vote - all in favor.
Motion carried.


Richard Maloney, Mayor


Scott Palmer, Fiscal Officer