



## Village of Milan

### Regular Council Meeting

February 24, 2021

The February 24, 2021 Regular Council Meeting was called to order with the Pledge of Allegiance by Mayor Pam Crosby.

Roll call: Rospert – yes, Taylor – yes, Shafer – yes, Deland – yes, McIlrath – yes, Bickley – yes.

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

Motion by Bickley, seconded by Shafer, to approve the Minutes of the January 27, 2021 Regular Council Meeting with the clarification of language on the adjusted Administrator salary. Roll Call: Bickley – yes, Taylor – yes, Shafer – yes, Deland – yes, McIlrath – yes, Rospert – yes.

Motion by Bickley, seconded by Shafer, to approve the Minutes of the January 14, 2021 Council Work Session. Roll Call: Taylor – yes, Shafer – yes, Bickley – yes, Deland – yes, McIlrath – yes, Rospert – yes.

Motion by Shafer, seconded by Rospert, to approve the Minutes of the February 11, 2021 Council Work Session, with the clarification that the employee that is on weekend chores will be compensated a flat rate of fifty dollars (\$50.00) for carrying the phone.

Roll Call: Deland – yes, Taylor – yes, Shafer – yes, Rospert – yes, McIlrath – yes, Bickley – yes.

Motion by Rospert, seconded by Bickley, to approve the Council bills for the period of January 27<sup>th</sup> – February 24<sup>th</sup>. Roll Call: Shafer – yes, Deland – yes, Bickley – yes, McIlrath – yes, Rospert – yes, Taylor - yes.

Motion by Taylor, seconded by Shafer, to approve the Utility bills for the period of January 27<sup>th</sup> – February 24<sup>th</sup>. Roll Call: McIlrath – yes, Taylor – yes, Shafer – yes, Deland – yes, Bickley – yes, Rospert – yes.

#### **CITIZEN PARTICIPATION**

Dana Rahrig sent in an email for permission to use the Village Square Gazebo for her wedding on April 3, 2021 from 1:00 PM – 2:00 PM. She noted that 7 people would be in attendance and is aware of the insurance rider that will be required.

Motion by Deland, seconded by Rospert, to allow Dana Rahrig to use the Village Square Gazebo on April 3, 2021 during the hours of 1:00 PM – 2:00 PM with the insurance rider required.

Roll call: Rospert – yes, Taylor – yes, Shafer – yes, Deland – yes, McIlrath – yes, Bickley – yes.

## **OLD BUSINESS**

### **Streets, Sidewalks and Storm Sewers – None**

**Safety** – The Safe Routes to School Grant is set to go out for bid April 1<sup>st</sup>, with bid award on April 12th. ODOT District 3 will begin removing nine (9) trees in the near future. With this project being an ODOT Let project, the Village is working with them to determine our costs for this project. Under Legislation tonight there will be a Resolution between ODOT and the Village of Milan for the construction of the sidewalk, Fiscal Officers Certificate for Safe Routes to School in the amount of \$26,271.52 and the Contract by and between the State of Ohio and the Village of Milan for the Safe Routes to School Project.

### **Finance – None**

**Regional Planning, Building Codes & Inspection** – Case Trial involving 103 S. Main Street is scheduled for May 10, 2021 in Erie County Common Pleas Court.

- Planning Commission to consider solar arrays; The Solicitor and Administrator continue to develop language for solar arrays to present back to the Planning Commission.
- 350 Melanie Lane; Property Maintenance, our Zoning Inspector continues to work with the resident on the condition of their detached garage. The homeowner is working with their insurance company on a claim. As of the date of the Council meeting, the Village has received no contact from the resident on his insurance claim.
- 31 East Williams Street a resident was erecting a “pallet fence” on the property without a permit. The Zoning Inspector sent a letter regarding erecting a fence without the proper permit. As of the date of the Council meeting, the Village has not received contact back from the resident regarding this matter.
- A Notice of Violation Letter was sent to 180 South Center Street for construction materials stored in the front yard. The Village has not received contact back for the resident regarding this matter.
- An application was received for the Design Review Board from the new owners of 47 E. Front Street requesting to make exterior cosmetic changes to the structure. The meeting was held on February 23<sup>rd</sup> at 7:00 PM. a continuation meeting will be schedule in March.

**Utilities** – The transformer for the North Substation Phase I Electric Transformer Project was delivered on February 5<sup>th</sup> and the transformer bushings will be installed on March 8<sup>th</sup>.

**Civic Contacts and Historical Preservation** – work continues with the Milan Garden Club on the “Recovery Tree” in the Village Square. Purchase Order has been issued to Roe’s Tree Service to have the maple tree removed and ready for the new tree to be placed.

### **Parks and Tree – None**

**Records Commission** – Records Commission Meeting will be scheduled June 2021.

### **Citizens Property Maintenance – None**

**Communications – None**

**NEW BUSINESS**

Contract for Temporary Encroachment of Public Right of Way, for the purposed 2021 Sidewalk Dining Outdoor Alcohol Consumption effective April 1 through November 1, for outdoor consumption of alcoholic beverages and non-alcoholic beverages. Changes to this year's contract will be the dates, April 1<sup>st</sup> through November 1<sup>st</sup> and outdoor area closing time will now be 10:00 PM, liquor is included also to the outdoor area.

Motion by Shafer, seconded by Taylor, to approve the Temporary Encroachment of Public Right-of-Way for the 2021 Sidewalk Dining Outdoor Alcohol Consumption effective April 1 through November 1.

Roll call: Rospert – yes, Taylor – yes, Shafer – yes, Deland – yes, McIlrath – yes, Bickley – yes.

**Streets, Sidewalks and Storm Sewer** – Plowed snow, cleaned equipment and floor drains at the Street Barn and assisted the other departments.

**Safety** – Tim McIlrath read a letter from Police Chief Bob Meister regarding the resignation of part-time Officer Jeremy Green and a recommendation to hire part-time Officer Tristan Homan, with a starting wage of \$13.00 an hour and a 6 months probationary period.

Motioned by Bickley, seconded by Rospert, to accept the resignation of part-time Officer Jeremy Green. Roll call: Taylor – yes, Shafer – yes, Bickley – yes, Deland – yes, McIlrath – yes, Rospert – yes.

Motioned by Taylor, seconded by Deland, to accept the Police Chief's recommendation to hire part-time Officer Tristan Homan. Roll call: Deland – yes, Taylor – yes, Shafer – yes, Rospert – yes, McIlrath – yes, Bickley – yes.

**Finance** – Fiscal Officer Cathy discussed the information in the Council binders, which include the January 2020 and January 2021 Bank report and Statement of Cash. She request to have a finance meeting in the third week of March to go over the permanent budget, details on differences from January and February years 2020 and 2021 and updating software. A Finance/Utility meeting is scheduled for Monday, March 15<sup>th</sup> at 4:30 PM.

**Regional Planning, Building Codes & Inspection** – Erie County Regional Planning Commission Meeting will be held on Thursday, February 25<sup>th</sup> at 5 PM.

**Utilities** – Motion by Deland, seconded by Shafer, to begin the week of March 1, 2021 to pay for weekend chores as hours worked and each participant on call will be compensated at a flat rate of \$50.00 (fifty dollars) for carry the phone from Friday 3PM to Monday 7AM and holidays, which will be subject to all applicable payroll taxes.

Roll Call: Bickley – yes, Shafer – yes, DeLand – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Water/Wastewater performed required EPA testing, general maintenance on equipment and auto-dialers, assisted the Street Department, and repaired a water leak between Edison Drive and Center Street with R.A. Bores assisting due to the area of the leak.

**Utilities cont.** – Electric Department performed weekly substation check list, assisted in the Street Department, began replacing interior lights with new LED light fixtures at the Administration and Police Office. Installed a new pole at 68 Elm Street in preparations of providing an updated electrical service to the residence. Restored power within 2 ½ hours from an outage on Sleepy Hollow Road, during a winter storm on February 16<sup>th</sup>.

**Civic Contacts** – None

**Parks and Trees** – None

**Records Commission** – None

**Citizens Property Maintenance Commission** – None

**Communications** – None

**Review of Rules of Council** – Change in Council starting time has been changed from 7:00 PM to 6:00 PM. Grammatical and typographical errors were noted throughout the rules and corrected.

Motion by Deland, seconded by Shafer, to enter into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, or compensation of a public employee or official. Roll Call: Shafer – yes, DeLand – yes, Rospert – yes, McIlrath – yes, Taylor – yes, Bickley – yes.

Motion by Rospert, seconded by Taylor, to return to Regular Session with no action being taken as a result of the Executive Session at this time. Roll Call: Bickley – yes, Taylor – yes, Shafer – yes, Deland – yes, Rospert – yes, McIlrath – yes.

### **UNFINISHED BUSINESS**

Motion by Rospert, seconded by Bickley, to give one half percent (½%) increase to each full time employee that attends sixteen hours or more of training effective per the extension and retroactive. Roll Call: Rospert – yes, Taylor – yes, Shafer – yes, Bickley – yes, Deland – yes, McIlrath – yes.

### **LEGISLATION**

Ordinance – Next Number will be 788-02-21

Resolution – Next Number will be 611-02-21

**AN ORDINANCE AMENDING THE RATES TO BE CHARGED FOR MUNICIPAL WATER SERVICES FURNISHED BY THE VILLAGE OF MILAN, OHIO REPEALING ALL ORDINANCES OR PARTS THEREOF INCONSISTENT HEREWITH**

Motion by Shafer, seconded by Deland, to bring the Ordinance to its third reading by title only. Roll call: Rospert – yes, Taylor – yes, Shafer – yes, Bickley – yes, Deland – yes, McIlrath – yes.

Motion by Deland, seconded by Taylor, to adopt by title only. Roll Call: McIlrath – yes, Taylor – yes, Shafer – yes, Deland – yes, Bickley – yes, Rospert – yes.

**AN ORDINANCE APPROVING THE RESIDENCY OF CATHERINE RAMEY, VILLAGE FISCAL OFFICER, OUTSIDE OF THE CORPORATE LIMITS OF THE VILLAGE OF MILAN, OHIO**

Motion by Rospert, seconded by Deland, to bring this Ordinance to its third reading by title only. Roll Call: Shafer – yes, Deland – yes, Bickley – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Motion by Rospert, seconded by Shafer, to adopt by title only. Roll Call: Taylor – yes, Shafer – yes, Bickley – yes, Deland – yes, McIlrath – yes, Rospert – yes.

**A RESOLUTION BETWEEN THE VILLAGE OF MILAN AND THE DIRECTOR OF TRANSPORTATION FOR THE CONSTRUCTION OF A SIDEWALK ALONG MAIN STREET AND DECLARING AN EMERGENCY**

Motion by Deland, seconded by Taylor, to suspend the rules. Roll Call: Bickley – yes, Shafer – yes, Deland – yes, McIlrath – yes, Rospert – yes, Taylor – yes.

Motion by Bickley, seconded by Shafer, to adopt by title only as an emergency. Roll Call: Shafer – yes, Deland – yes, McIlrath – yes, Rospert – yes, Taylor – yes, Bickley – yes.

**FISCAL OFFICERS CERTIFICATE FOR SAFE ROUTES TO SCHOOL (SRTS)**

Motion by Deland, seconded by Rospert, to approve our Fiscal Officer to certify that the money, to wit: \$26,271.52 required for the payment of the cost other than that thereof assumed by the Federal Government, for the improvement of that portion of the SRTS, lying within the corporation of the Village of Milan.

Roll Call: Deland – yes, McIlrath – yes, Rospert – yes, Taylor – yes, Bickley – yes, Shafer – yes.

**CONTRACT BETWEEN THE STATE OF OHIO AND THE VILLAGE OF MILAN FOR SAFE ROUTES TO SCHOOL**

Motion by Rospert, seconded by Deland, to enter into Contract by and between the State of Ohio, Department of Transportation, acting through its director, 1980 West Broad Street, Columbus, OH 43223, and the Village of Milan for the Safe Routes to School Project.

Roll Call: Rospert – yes, Taylor – yes, Shafer – yes, Bickley – yes, Deland – yes, McIlrath – yes.

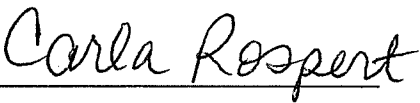
**Questions for Next Meeting**

None

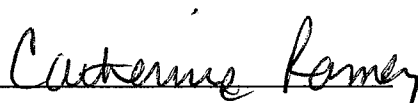
**Adjournment**

Motion by Shafer, seconded by Deland, to adjourn tonight’s meeting.

Roll call: Deland – yes, Taylor – yes, Shafer – yes, Rospert – yes, McIlrath – yes, Bickley – yes.

  
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Carla Rospert, Council President

  
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Catherine Ramey, Fiscal Officer