

1-27-2021/2-24-2021

VILLAGE OF MILAN ADMINISTRATOR REPORT

AGENDA: Dana Rahrig would like to use the Village Square Gazebo on April 3, 2021 during the hours of 1:00 pm – 2:00 pm to get married. She mentions that there will be a total of 7 people in attendance and is aware of the insurance rider that will be required.

Old Business:

Streets, Sidewalks and Storm Sewers

None

Safety

Update: The Safe Routes to School Grant is set to go out for bid on April 1, 2021 and awarded on April 12, 2021. Under Legislation tonight you will find 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

- The Case Trial involving 103 S. Main Street Fence Appeal is scheduled for May 10, 2021 in the Erie County Common Pleas Court.

-**Update:** Planning Commission to consider solar arrays; The Solicitor and Administrator continue to develop language for solar arrays, to present back to the Planning Commission.

- **Update:** 350 Melanie Lane; Property Maintenance, our Zoning Inspector reports, that he continues to work with the resident on the condition of their detached garage. The homeowner is working with their insurance company on a claim. **To date we have not heard back from the resident on his insurance claim.**

-Update: 31 East Williams Street where 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. **To date we have not heard back from the resident.**

- **Update:** Received an application for the Design Review Board where the new owners of 47 E. Front Street would like to make exterior cosmetic changes to the structure. **The meeting was held on February 23rd at 7:00 pm, will give an update at the Council Meeting.**

- **Update:** Issued a Notice of Violation Letter to 180 South Center Street for construction materials stored in the front yard. **To date we have not heard back from the resident.**

Utilities

- **Update:** The North Substation Phase I Electric Transformer Project; the transformer was delivered on February 5th; the transformer bushings will be installed on March 8th.

Civic Contacts

We continue to work with the Milan Garden Club on having the maple tree removed from the southwest corner of the square, where they plan to plant a “Recovery Tree” in the spring.

Parks and Trees

None

Records Commission

The next Records Commission Meeting will be scheduled in June 2021.

Citizens Property Maintenance

None

New Business

Streets, Sidewalks and Storm Sewer

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

- Plowed the roadways on many occasions.
- Moved piles of snow to other locations with the backhoe and cleared intersections.
- Cleaned equipment and floor drains at the Street Barn.
- Performed maintenance on equipment.
- Assisted the Electric Department on several occasions.
- Assisted the Water/Wastewater Department.

Safety

-Tim McIlrath, Police Department resignation and new hire.

Finance

- Cathy will give a Finance Report.

Regional Planning, Building Codes & Inspection

Erie County Regional Planning Commission Meeting will be held on Thursday, February 25th at 5 PM.

Utilities

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

- Weekly chores and On Call status; see Agenda.
- Performed daily, weekly, and monthly required EPA testing.
- Performed general maintenance on equipment and autodialers.
- Assisted the Street Department on many occasions with snow plowing.
- On February 9th, we found a water leak located in our right-of-way between Edison Drive and Center Street, by the Columbia Gas lift station. Due to the area of the leak and because of the gas lines, we contracted with R.A. Bores to assist with making the repairs.

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

- Performed their weekly substation check list.
- Assisted the Street Department on many occasions with snow plowing.
- Began replacing interior lights at the Administration and Police Office with new LED light fixtures. The cost of incandescent/florescent light bulbs became too costly versus replacing the fixtures to accept LED light bulbs.
- Installed a new pole at 68 Elm Street in preparations of providing an updated electrical service to the residence.
- Replaced an electrical meter at 26 Huron Street.
- During the winter storm on February 16th at midnight, we were called for a power outage on Sleepy Hollow Road. Upon investigation, it was determined that a large branch came down on our primary line that fed 12 homes. We were able to make the necessary repairs (in blizzard conditions) and had all power restored within two and a half hours of the call.

Civic Contacts

None

Parks and Trees

None

Records Commission

None

Citizens Property Maintenance Commission

None

Communications

None