

BOARD OF TRUSTEES

Daniel Frederick
Gerald Nickoli
Mike Shover

FISCAL OFFICER

Zachary Rospert

**MILAN TOWNSHIP**

www.milantwp.org

MILAN TOWNSHIP

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ZONING INSPECTOR

Colleen Arthur

The Milan Township Board of Trustees met for the second regular meeting of the month on Wednesday, November 21, 2018 at 7:00 p.m. in the Community Room of the Milan Township Hall. Present at the meeting were Trustees Daniel Frederick and Mike Shover. Mr. Nickoli was absent, also; F.O. Zachary Rospert, Fire Chief Brian Rospert, Firefighter Nick Tucker, Road and Maintenance Supervisor Dave Fox, Sec./Z.I Colleen Arthur, Richard Pitsinger, Bill Muthig and Don Kreidler.

ROLL: Mr. Frederick called the meeting to order at 7:00 p.m. Mr. Rospert called the roll: Mr. Frederick, present; Mr. Nickoli, absent, Mr. Shover, present.

MINUTES: Great Lakes Electric was erroneously referred to as Firelands Electric and the amount of the State Capital Improvement grant was corrected to \$75,000. With these corrections noted, Mr. Shover moved to approve the minutes of the November 7, 2018 meeting. Mr. Frederick seconded the motion. The motion carried.

EXPENSES: Mr. Shover moved and Mr. Frederick seconded the motion to approve expenses as presented by the Fiscal Officer. The motion carried. Electronic 214-217, Warrants 18597-18616, \$26,054.13

FIRE

TRUCK MAINTENANCE: Chief Brian Rospert reported that a recent inspection of ladder truck 651 and truck 628 showed corrosion to the undercarriage. Nick Tucker presented a proposal to curtail the rust by applying a product called Fluid Fill to the undercarriage and even inserting the solution inside the rail frame. This requires special equipment that he said he has access to from a friend's auto body shop in Amherst. Mr. Tucker stated that he would do the application at the Fire Station. The Fluid Film causes water to bead up and adds protection from future salt contact. The product is available at Smetzer Paint at \$54.90 per gallon. Mr. Tucker estimates that 10 gallons would be sufficient to treat to of the Township's fire trucks. Chief Rospert stated that the vehicles would first be pressure washed and fully dried with leaf blowers prior to application. He also stated that he expects this to further the life of the vehicles, more so than just the annual waxing before Memorial Day each year.

Additionally, Mr. Tucker spoke of another product that would totally seal the outside upper surfaces of the trucks. R-1 is an exterior application product that replaces wax or other paint sealants. The product has a 9-H hardness rating and will last 8-10 years and will protecting all the exterior surfaces, including chrome, paint and glass. The cost is about \$1070 per truck, however, it would vastly extend the lifetime of the truck. He noted that he sent the Trustee a link to a video of the product's manufacturer. The trustees decided to table the exterior protection using R-1 until Mr. Nickoli could be in attendance.

MOTION: Mr. Frederick moved and Mr. Shover seconded a motion to approve the undercoating with Fluid Film at a cost of no more than \$500.00.

CALLS: Chief Rospert reported that on Thursday the Department provided mutual aid for a structural fire in Berlin Township that took over four hours.

The Department was also called to man the Norwalk Station while Norwalk fought a very large fire. The Chief noted the firefighters were impressed with Norwalk's new fire station.

MAINTENANCE

EDISON PARK: Mr. Fox reported that he and Mr. Hudson have closed Edison Park and shut off the water for the winter. They installed plastic storm fencing over the entrances to the tennis courts which someone has already kicked down to gain entrance to the courts. Since the Township and Athletic Department have recently done a costly resurfacing of the tennis courts Mr. Fox wants to make sure they are not used for skating or sledding in the winter. He will install chain link at the entrances instead.

TRAINING: Mr. Fox noted that he has rode with Mr. Hudson giving instruction on how to apply road salt. Mr. Hudson is now applying salt on his own route. The snow plows have not yet been installed on the trucks, but when they are Mr. Hudson will receive training on their use. Mr. Fox said he is confident that Mr. Hudson will have no problems.

OAK STREET: Mr. Joe Schell has requested that stone be placed at the west end of Walnut Street, as his son recently purchased his sister's property and would like to gain access to the drive. There was some question as to where the Township abandoned some of those roads. Mrs. Arthur will research where the roads were abandoned before stone is provided.

Mr. Schell also asked if the Township would be willing to sell the Steiner plow that is currently used to clear sidewalks around Fire Station No. and the Township Hall. Mr. Fox said he thought it might be good to sell the Steiner the plow blade is too wide for the sidewalks anyway and a new. The Maintenance Department would prefer to purchase a snow blower for use in the Village. Mr. Fox said this could wait until next spring.

There was a brief discussion of how to sell Township property. Brian Rospert noted that the Village has been successful using the website www.govdeals.com.

TOWNSHIP HALL: Mr. Fox noted that the Maintenance Crew will paint the existing gas meter a matching color to the newly installed air conditioner condensers on the Church Street side of the Township Hall.

KELLEY ROAD SIGN: In light of several recent incidents of trucks hitting the railroad overpass on Kelley Road, Sheriff Sigsworth called and asked that the Township install "NO THROUGH TRUCKS" signs at the intersections of Kelley road at Mason Road and Strecker Road to alleviate the trucks hitting the bridge and/or trucks getting stuck or turning around on Kelley. The Trustees will check the County Prosecutor's Office and County Engineer about process to post the sign.

TOWNSHIP HALL ELEVATOR UPDATE: Mr. Frederick reported that the elevator shaft will be delivered at the end of the December and finished in January. RJ Beck will charge \$4,100 upgrade panel for alarm systems and shaft and will also do the Trustees room while available for no extra charge.

Mr. Frederick moved and Mr. Shover seconded a motion to authorize the work by R.J. Beck to upgrade the fire alarm panel in to the elevator shaft and the Trustees Room at a cost of \$4,100. The motion carried.

HVAC: Mr. Frederick reported that the new HVAC system in the Ballroom is functioning correctly. The Township may wish to consider installing ceiling a DE stratification fan to move the heated air down from the ceilings

Mr. Fox asked about getting a maintenance contract on the heat system . Mr. Frederick stated that he would request a proposal from Wilkes & Co. about maintenance contracts, since they installed the new equipment.

TRUSTEES ROOM RENOVATION PROJECT: Mr. Frederick reported that he and his sons have started much of the demolition. The old heat pipes that fed the upstairs have been removed. National Drywall LLC suggests ¼” cover of drywall and have quoted a price of \$2278. Mr. Shover asked when they would be available to do the work. Next week. Mr. Frederick moved and Mr. Shover seconded a motion to proceed with drywall application in the Trustees’ Room as stated. The motion carried.

Zoning

PERMITS: on table

Mrs. Arthur noted that she has done numerous lot splits this month, many in Millwood.

There is a buyer interested in purchasing the vacant church near the Township Office on Route 113 and converting it into a reception hall venue.

Lake Erie Arms: Mrs. Arthur noted that she has received the storm water drainage permit. John Zimmerman still needs the building permit application. An email was sent to Dean Frederick, Ken Fortney, Melissa (Soil & Water) and the property owners informing them that nothing further is needed for the zoning permit unless their requirement make it necessary to alter the plot plan.

Dave’s Food Mart: The ZBA granted several variances, which are under consideration in the site plan review. There is, however, a difficulty with this one in that at least one of the variances for the gas pump location was granted without really studying the impact on sight line. Since the proposed placement of the gas pumps may interfere with seeing oncoming traffic coming south on Route 250 Mrs. Arthur is not sure how to proceed. Although the variance was approved, without further site line study, it would not pass the site plan review. Mr. Frederick suggested a partial approval of the permit and noting a further review of the placement of the pumps. Mrs. Arthur noted that she is still awaiting exact measurements from the curbing.

CertainTeed: Awaiting appeals paperwork for the zoning change to I-2 on new lots.

IWorq: Mrs. Arthur noted that she has had four training sessions with Ashley Flowles covering inspections/violations and permit approvals. The system is still in practice mode, but all the shape files for the Township are working. Mrs. Arthur will be adding actual data onto them soon. She will be practicing & IWorq will save it as we go live. They are adding specified fields at this time (permit types, violation types and zoning resolution references, letter text and permit text) and should be ready for use soon.

VIOLATIONS:

Adams trailer on River Rd.: The matter has been referred to Gerry Gross at the Prosecutors Office. The Township will wait for a court date. A recent inspection shows no change in the situation.

Tom Corbin 1919 Warwick Drive. Mr. Corbin called the office on 11-14-18 and explained that he was working out of state when the Amish builders delivered the shed. He will be applying for a zoning permit.

Trash on Route 250 house with orange door: Mrs. Arthur reported that she has not had any correspondence from the property owner and has not been able to inspect due to the daylight savings time. She'll need to go in the daylight. She believes someone may have just been moving into the house.

On November 16th Mrs. Arthur looked at the Clayton Howard property again and there has been a fence erected (without permit) and it does appear to have vehicles inside the "corral". She spoke to Tim King about this who said we have to stop it a.s.a.p. Also spoke with a neighbor who warned me that the Gede family can be difficult, if not dangerous. It appears they have a small junk yard started. Junk yards by ORC standards require a minimum acreage, licensing and other requirements. Mrs. Arthur will speak to Mr. Gross about this further before taking any action.

Tim King and Mrs. Arthur met with Ginny Corbett in Franklin Flats. Mrs. Corbett wants to improve a raised area at the end of her driveway. After some discussion, it was agreed that what she intends is mostly just landscaping and would not require a zoning permit, nor would it require a flood plain permit. She is also going to install a car lift on her existing driveway. Again she is not changing the foot print on the property nor will this impede water flow. It is for the express use of getting her car up out of flood waters. She is however, going to rebuild her retaining wall along the Huron Riverbank. This would not require anything for zoning, but she will be working with Tim and Carrie Whitaker to get the appropriate permit from the Flood Plain Coordinator. Tim advised her on several engineers and types of wall constructions.

OLD BUSINESS

BIKE PATH PROJECT: Mr. Frederick noted that events are moving ahead very quickly. Trustees Shover and Frederick did a walk of the area with 5 ODOT engineers. All of them seemed to think it was very doable. They propose a 4 foot wide path on both sides of road with 2 feet of berm from Edison High School to Township Offices. Then the Township will connect the Township Office/Garage property to Edison Park by installing a bridge over the Village Creek. The school board has agreed to take care of part of the path nearest the high school. The Township and School are on board and there have been many supporting emails from residents. Sheriff Sigsworth has also expressed his support. Funding is from an ODOT's safety fund and ODOT estimates the project will cost \$368,000. A decision as to whether they will chose this project for 2020 is expected in the next couple weeks. Mr. Shover reviewed the three options that were proposed and noted that ODOT was most supportive of doing a complete project from the high school to the Township property rather than doing it in phases.

NASA STENNIS: Mr. Frederick reported on his trip to NASA Stennis with members of Friends of NASA, two of the Erie County Commissioners, Abby Bemis of ECEDC and Gen. Stringer. They were given a tour of a proposed 100 acre technology park inside and outside their fence. All the businesses are related to space industry. The process of how they got to where they are and how they marketed the project to developers was explained. Mr. Frederick noted that Milan Township's situation is actually better as we have the road access and infrastructure in place.

FINANCIAL

HOTEL AUDIT: Rospert reported that Hotel Tax audits are again being prepared by Payne Nickles. To be included as a recipient of the Audit that is being done for Erie County would cost Township between \$200 and \$300. Based on past findings Mr. Rospert did not see the necessity for a hotel audit this year. The Trustees took no action.

OTARMA COMPUTER TECHNICIAN: Mr. Rospert met with a computer technician from OTARMA who would be available to give advice on computer and tech issues at the Township. He recommended that the Township should take some steps within the next 90 days. Mrs. Arthur's computer may be failing. He will be available whenever we need him. Mr. Rospert will give the Trustees more information.

MOTION CORRECTION: There was an error in the amount of a motion passed to hire Great Lakes Electric. Mr. Frederick moved and Mr. Shover seconded a motion to approve the corrected amount of \$3,330 instead of \$3300 for work at the Township Hall by Great Lakes Electric. The motion carried.

A ballot was presented if anyone was interested in voting for OTARMA board members.

As there was no other business brought before the Board, Mr. Frederick declared the meeting adjourned at 8:00 p.m.

Mr. Daniel Frederick, Chairman

Mr. Zachary Rospert, Fiscal Officer