

BOARD OF TRUSTEES

Daniel Frederick
Gerald Nickoli
Mike Shover

FISCAL OFFICER

Zachary Rospert



MILAN TOWNSHIP

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Milan, Ohio 44846
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ZONING INSPECTOR

Colleen Arthur

MILAN TOWNSHIP

www.milantwp.org

The Milan Township Board of Trustees met for the second regular meeting on Wednesday, April 18, 2018 at 7:00 p.m. Present at the meeting were Trustees Dan Frederick, Jerry Nickoli and Mike Shover; also Bill Muthig, Frank Lytle, Richard Pitsinger, Chad Wetherill, Steve Rockwell, Zach Rospert, Brian Rospert, Tyson Metz, and Colleen Arthur.

F. O. Rospert called the roll: Mr. Frederick, present; Mr. Nickoli, present and Mr. Shover present.

MINUTES: Mr. Nickoli moved to approve the minutes of the public hearing to consider extending the No Wake Zone on the Huron River held on April 4, 2018. Mr. Shover seconded the motion. The motion passed unanimously.

Mr. Nickoli moved to approve the minutes of April 4, 2018, regular meeting noting a couple of spelling corrections. Mr. Shover did second the motion. The motion passed unanimously.

EXPENSES: Mr. Nickoli moved and Mr. Shover seconded the motion to approve payment of expenses as submitted by the Fiscal Officer. The motion passed unanimously.

Approved Warrant Numbers 18141-18156 and Payment Vouchers 74-77 in the amount of \$28,059.59.

MAINTENANCE

FIRE STATION NO. 2 ROOF: Mr. Rockwell presented a quote from Damschroder Roofing to repair damage to the roof at Fire Station No. 2. Mr. Frederick briefed the Board on the history of the roof problems on Fire Station No. 2. Additional holes in the roof were found during a Thursday inspection and Mr. Frederick did not think current holes were from hail damage that was formerly repaired. The roof is 25 years old, but in general, seems in good shape. Damschroder recommends just repairing these new holes and stated that two workers could get the job done in one day. He quoted at price of \$2000; less if time and materials are less.

Mr. Shover asked how much a new roof would be. Mr. Frederick estimated it would be about \$50,000.

Mr. Nickoli moved and Mr. Frederick seconded a motion to allocate \$2000 for roof repairs at Fire Station No2. The motion passed unanimously.

WARWICK DRIVE DRAINAGE: Mr. Rockwell reported that he is working with residents on Warwick Drive to obtain easements and making adjustments on the location of drainage. Mr. Frederick noted that the Erie County Engineers Office is aware of the situation and are moving forward.

GENERAL: Mr. Rockwell reported that as the weather is improving the crew has been working on potholes and berm repairs. They have not yet taken the plows of the trucks as snow is being forecast yet tonight.

F.S. No. 2 WINDOW REPLACEMENT: It was noted that Janotta & Herner were notified of approval for work on the window replacement at Fire Station No. 2. They will call to schedule a work date.

NEW TRUCK PURCHASE: Mr. Rospert reported that the amount approved for the new truck purchase was \$29,775. However, Matthews Ford has reported that they cannot find an available 2018 model. They are able to get a 2019 model for \$30,158.72. This price will be locked in if approved. Mr. Nickoli moved and Mr. Shover seconded the

motion to approve the increase. The motion passed unanimously. Matthews will present a bill. The estimated delivery date should be about the same.

MILLIMAN ROAD: Milliman Road is on the schedule for chip seal. Part of the road is in Norwalk Township and part in Townsend Township. The work will be done on the entire road and then these townships will be invoiced. Mr. Frederick has spoken with both Townships and both are in agreement with the projection. Norwalk Township's share of the cost is \$3274.00 and Townsend Township's share is \$1800.00.

SHAW MILL AND PLANK ROADS: Shaw Mill and Plank Roads have been taken off the County program for chip seal this summer as they had some repairs done in the recent past after being used for the Route 250 detour. The savings from this and put it toward new guardrail.

Huron Township would like the berm on Scheid Road. County will have to assist with that. Steve will call Rock. He has some other areas needing berm also.

BRYAN ROAD TAP-IN REQUEST: Chad Wetherill of 800 Bryan Road requested that he be allowed to tap-in to the Township road water drainage tile in front of his new house, currently under construction. The area where he is building is extremely wet and he would like to tie in his sump pump, perimeter tile and eaves spouts. He stated that First Energy punched a hole in the drain on River Road in front of Matt Hire's property. The Trustees asked about the condition of the tile. Mr. Rockwell has inspected the area and stated that he could not guarantee that the road water drainage in that area is adequate to take on that much more water, as this area has a history of problems. Mr. Rockwell noted that an entire section of tile needs to be replaced along Bryan Road. The current rains are causing many drainage issues.

Contractor Joe Verb, stated that the water is flowing in the tile, however, there is a 6" tile that is broken and needs to be upgraded. He would like to tie into that tile and run the water into the Township's catch basin.

Mr. Wetherill remarked that the water is continuously running from the site. He said he spoke to Sparky Weilnau who stated he was aware of some cotton wood tree roots that were inhibiting the drain, but these have been removed. Mr. Rockwell noted that there are also drainage issues across the street. Other areas of concern along Bryan Road were mentioned.

Mr. Frederick explained that the Township's responsibility is to drain the road first of all. The Trustees will only allow a tap-in when ample road drainage can be handled. The 6" tile Mr. Verb is referring to is probably a field tile and the Township would bear no responsibility for upgrading that tile. Mr. Rockwell stated that about 500 feet of new tile and additional catch basins are needed on Bryan Road. Mr. Frederick stated that the Board would like to take some time study the situation. The Trustees will look into the issue further, but took no action on a tap-in agreement at this meeting.

FIRE

ACTIVE SHOOTER SITUATION PLAN: Chief Rospert met with the School and local law enforcement concerning an active shooter safety plan. There will also be a public meeting next Thursday at 6:30 at EHS for parents and public. The Chief noted that body armor has been order. NCEMS said they could help with the expense by using their vendor.

FIRST RESPONDER MEDICAL TRAINING: Jamie Starcher and Kaylee Shover met with Dr. Tuppee about protection and develop a medical protocol. The squad is currently able to do very basic first aid at accidents. First responder course may be in the future. Dr. Tuppee agreed to be a medical advisor/director. Mr. Shover asked if they often get to the scene before NCEMS gets there. The Chief said they often do and can only do basic first aid. They have had to apply tourniquets. Mr. Frederick questioned the township's liability exposure. Chief Rospert said that the Township would have less threat of liability if properly the trained. The extent of medical assistance that can be given will be determined by the level of training. Jamie Starcher can provide 60 hours of first responder training

free of charge, but testing for State accreditation would be charged and maybe books. Chief Rospert noted that 1/3 of the department staff is already trained in medical care outside of the department.

ZONING

Mrs. Arthur reported the following:

Recently issued Permits:

- o Chad & Sherry Law, Berlin St.- 9' x 12' Greenhouse
- o Charles T. & Cecelia Warren, Twin Oaks - 8' x 10' shed

Violations:

2202 SCHEID ROAD. Ted Terry had until April 15th to remove any personal items. Fannie Mae has hired Safe Guard to oversee the cleanup. Northern Ohio Preservation will be on the property this week to remove all debris and will be cleaning the inside of the house also. Once cleaned, the property will be listed. There should be no further action needed to resolve this violation.

ZONING COMPLIANCE INVESTIGATION AT 10315 RIVER ROAD: Mrs. Arthur received an anonymous letter concerning a person living in a camper trailer at this address. It seems that this property was purchased and then divided, land-locking the back two parcels from the front parcel. A house with drive is on the front parcel. The camper is sitting on a back parcel behind a barn. The parcels have differing owner names. A violation notice is being sent to the owner of the parcels on which the camper is located. The violation is that campers are required to be on campgrounds when in use. additionally, these lots seem to have been either sold to a different owner, or at least, put in a differing name thereby land-locking the back to parcels. No lot split paperwork was ever filed on this.

NCEMS BILLING : Mrs. Arthur also reported that a resident brought in a bill from NCEMS for an ambulance run. The Township has not yet been billed for this. Mrs. Arthur expressed concern that Milan Township residents are being billed as well as the Township and double payment might be made. The Trustees will consult with NCEMS on their billing process. Mr. Shover also expressed concerned over the fact that NCEMS might be billing beyond contractual agreements with insurance companies.

OLD BUSINESS

COMMISSIONERS' MEETING: Erie County Commissioners will be holding their meeting at the Milan Township Hall on May 17th. At that time they will hold the public hearing for renaming Plank Road.

PERSONAL POLICY MANUAL: The Board continues to work on the Personal policy manual on Monday morning work sessions.

EDISON STATUE: Mr. Cotterill, sculptor, has said the statue of Thomas Edison will be ready for installation on May 24th. A dedication ceremony will be held on Memorial Day. The base, stone trim and lighting will be ready before the 24th.

TOWNSHIP HALL ELEVATOR: Mr. Frederick noted that the elevator project is ready to move forward with the bid procedure per ORC 153. We got a State Capital improvement grant in connections with BGSU Firelands. Mr. Frederick made a motion to move forward with bid procedure in compliance with Ohio Revised Code Section 153. Mr. Nickoli gave second to the motion. The motion passed unanimously.

NEW BUSINESS

STEVE ROCKWELL RETIREMENT: Steve Rockwell presented a letter of resignation and will be retiring effective April 27, 2018. Mr. Frederick thanked Steve for long history of service. Mr. Rockwell has served as a firefighter for 30

years, was a Milan Township Trustee for fifteen years and has served as the Township Road and Maintenance Supervisor for the past six years. Mr. Rockwell stated that it has been an honor, a pleasure and a privilege to serve Milan Township. He found it to be very rewarding and has enjoyed working with everyone, especially Colleen Arthur.

The Trustees individually thanked Steve Rockwell for his many years of service and wished him a happy retirement.

Mr. Nickoli moved to accept Mr. Rockwell's resignation. Mr. Frederick gave second to the motion. The motion passed unanimously.

In light of Mr. Rockwell's resignation it was mentioned that another person will need to be hired. Dave Fox will do well to move into the Supervisor position. The Board expects there will be many qualified applicants.

OLD BUSINESS

HEALTH INSURANCE RENEWAL: The health insurance renewal is due July 1, 2018. The Trustees must decide on policy, benefits, and costs. Public Employee Benefits Association endorses providers and takes care of 100's of townships. The Trustees met with that representative Sean Sprouse. Mr. Shover stated that he feels the Township could do better using a PEBA broker and that Mr. Sprouse was really on top of issues within the insurance industry.

Mr. Shover moved to retain Sean Sprouse as health care insurance policy broker. Mr. Nickoli seconded the motion. The motion passed unanimously.

INSURANCE REP: Adam Holmes with Ashley Group was in attendance and stated he was just there to introduce himself and offer his services to act as a local resource agent working with many local government entities for pooled risk insurances. He then distributed some information.

FINANCIAL

QUARTERLY FINANCIAL REPORTS: Fiscal Officer Zachary Rospert presented Quarterly reports to the Board.

Fund summary report was presented noting revenue /appropriation.

Mr. Rospert reported that the Township just received the first half property tax settlement from the County Auditor. The next disbursement won't be until September. Current revenue will dwindle over the next few months as expenses will be going out faster than some of the revenue receipts. Later in the year we will be looking at anticipated spending being offset by anticipated revenue.

Currently \$209,000 has been spent of the \$1.64 million budget.

A detailed report of all receipts was also included.

Mr. Frederick moved to acknowledge receipt of the financial revenue and appropriations reports from the Fiscal Officer. Mr. Nickoli seconded the motion. The motion passed unanimously.

EMS BILLING: Richard Pitsinger got bills from someone who didn't live at his. EMS wrote his address because that's where the incident occurred.

Mr. Nickoli reminded the Board that the Erie Metroparks grant application must be submitted by April 27th.

As there was no further business brought before the Board, Mr. Frederick declared the meeting adjourned at 8:30 p.m.

Mr. Daniel Frederick, Chairman

Mr. Zachary Rospert, Fiscal Officer