

## **BOARD OF TRUSTEES**

Daniel Frederick  
Gerald Nickoli  
Mike Shover

## **FISCAL OFFICER**

Zachary Rospert



## **MILAN TOWNSHIP**

1518 State Route 113 E  
Milan, Ohio 44846  
419-499-2354

## **ZONING INSPECTOR**

Colleen Arthur

## **MILAN TOWNSHIP**

[www.milantwp.org](http://www.milantwp.org)

The Milan Township Trustees met for the first regular meeting of the month on Wednesday, March 7, 2018 at 7:00 p.m. in the Trustees' Room of the Milan Township Hall. Present at the meeting were Trustees Dan Frederick, Mike Shover and Gerald Nickoli, Fiscal Officer Zach Rospert, Road Supervisor Steve Rockwell, Sec./Z.I. Colleen Arthur, Erie County Sheriff Paul Sigsworth, Don Kriedler, Lou Kalin, Fire Chief Brian Rospert, Zoning Commission Chairman Bill Muthig, Brian Gill of the Erie County Landfill, Tim Riesterer, Scott Slauterbeck, Nick Tucker and John Landoll.

Chairman Dan Frederick called the meeting to order at 7:00 p.m. as all rose to recite the Pledge of Allegiance.

MINUTES: Mr. Nickoli moved the approval of the February 28, 2018 meeting minutes, which was a special meeting held to consider drainage issues on Warwick Drive. Mr. Shover gave second to the motion. The motion unanimously passed.

Mr. Nickoli then moved to approve the minutes of the February 21, 2018 regular meeting. Mr. Shover seconded the motion. The motion passed unanimously.

EXPENSES: Mr. Nickoli moved to approve the expenses as presented by F.O. Zach Rospert. Mr. Shover seconded the motion. The motion passed unanimously.

Approved Warrant Numbers 18029-18067 and Payment Vouchers 40-51 in the amount of \$24,173.00.

SHERIFF'S REPORT: Sheriff Paul Sigsworth addressed the Board. Sheriff Sigsworth noted that the Board received the annual Sheriff's report and continues to receive regular monthly reports. He noted that he is willing to answer any questions or concerns that the Trustees might have and they can continue to reach him on his direct line.

Sheriff Sigsworth expressed his appreciation for the use of Fire Station #2 as a satellite Sheriff's Department office in the southern part of the County. He noted that in light of recent event, the Department is expanding to include another office at Edison High School. Otherwise, the Department is "Business as usual."

Sheriff Sigsworth noted that the Department's budget is to be finalized in the next couple of weeks. He asked that the Trustees report any concerns. He also noted that in anticipation of the Safe Routes to School bike route, ODOT has approved a reduction in the speed limit to 45 mph from McIntyre Road to River Road along State Route 113 East. Mr. Frederick thanked Sheriff Sigsworth for all the support his

Department gives to Milan Township. Mr. Frederick mentioned that a request to lower the speed limit on Route 13 had been made; however, no change was warranted.

A few other issues briefly mentioned were that construction of the NEXUS pipeline is slated to begin in a couple of weeks across Erie County.

A snow plowing incident occurred between Erie County and Milan Township. Everyone appeared to be aware of the situation and no specifics were discussed.

Multiple five-gallon tubs of paint were dumped on Mason Road in Huron and Milan Townships. The EPA and Sheriff's Department are conducting an ongoing investigation.

Mr. Shover asked about the use of jake brakes on Route 13 near Freudenberg. He noted that although it is hard to enforce the prohibition of jake brake usage, but asked that the department focus their monitoring of it and speed during shift changes at Freudenberg.

Mr. Nickoli expressed his appreciation for all that the Sheriff's Department does for Milan Township.

Bid opening for the 2011 Ford F250 truck. The Township received four (4) sealed bids

Fiscal Officer Zachary Rospert opened each bid in the order in which they were received and made public announcement of each bid as follows:

- 1.) Steven L. Zachel Jr. bid \$28,000.
- 2.) Fred Moffit Sr. bid \$24,600.
- 3.) AgroScapes of Ashville bid \$28,190.00.
- 4.) Bailey Tree and Landscaping bid \$26,226.00

Mr. Nickoli moved to recognize the bid submitted by AgroScapes of Ashville, Ohio as the high bidder and to accept the bid subject to payment approval. Mr. Shover gave second to the motion. The motion carried unanimously.

Mr. Frederick noted that the Board will wait for payment and at the next meeting will look at proposals for a new truck.

**CANDIDATE FOR COMMISSIONER:** Mr. Tim Riesterer introduced himself as a Democrat candidate for Erie County Commissioner. He briefly spoke of his experience as a township trustee and commended the Board on the efficient manner in which their meeting is conducted.

**BRIAN GILL, ERIE COUNTY LANDFILL:** Mr. Gill addressed the Board noting that he had been before them previously to explain the use of byproduct, agricultural grade lime from the Mississippi Lime Plant in Huron to be used for an alternative daily cover at the Erie County Landfill. The excessive materials produced must be cleaned up per EPA, therefore, Mississippi Lime benefits by having a place to discard it. The Landfill doesn't have a lot of soil and the use of this lime is mutually beneficial. EPA had given temporary approval in November 2016 for its use for a 6 months trial period. The EPA then generated a report on how well it has worked and any possible contamination issues. At this time, the EPA has granted full time approval of the use of the lime and it does not count it toward the daily landfill limit. EPA has allowed the Landfill to store up to a 6 month supply of lime and they waived fees. At this point Mr. Gill is asking that Milan Township also waive the community host fees. Mr. Gill further explained that the Landfill is not making any money, but the use of the lime will be saving about \$25K per year.



Mr. Shover did second the approval of the aforementioned resolution.

The roll being called resulted as follows: Mr. Nickoli-yes; Mr. Shover-yes; Mr. Frederick-yes.

RESOLUTION 2018-02 APPROVED MARCH 7, 2018.

### **MAINTENANCE**

Mr. Rockwell noted that the Maintenance crew continues to plow snow as needed.

One of the plow truck went down with some issues with the brake system and fuel tank hole. American Diesel has repaired these problems.

WARWICK DRIVE DRAINAGE: Mr. Rockwell reported that they are moving forward with the use of pumps to alleviate some of the drainage issues on Warwick Drive, as considered in the special meeting the Trustees held on February 28<sup>th</sup>.

Franklin Sanitation was consulted to clean a tile. As a result, it was determined that the existing drain tile has shifted, as can be seen by the altered area of discharge.

Mr. Rockwell noted that they are also having some drainage issues on River Road.

FIRE STATION NO. 2: The Duralast roofing material on Fire Station No. 2 is leaking along west wall. Mr. Rockwell has applied sealer for temporary fix. Mr. Rockwell suggested that the Trustees consider budgeting in a new roof at Fire Station No. 2. The current roof was installed in 2000 and now has 28 patches on top of two bays.

F.S. No. 2 HOSETOWER WINDOW: Also, a window needs to be replaces on the west side of hose tower. The Township has a replacement window, but a contractor needs to be hired to install it. .

PAINT: The paint which was dumped on Mason Road has been traced to a contractor at Walmart. Walmart has agreed to do the clean-up.

FIRE TRUCKS: The maintenance crew is working on some minor issues on the Fire Trucks.

WARWICK DRIVE: Mr. Z. Rospert said that he received a complaint from Mr. Hess about the pumps being used on Warwick drive. He says that the pump is outside his bedroom window. It is really loud and asked if it could be moved. Mr. Rockwell said that he will speak with Mr. Hess and although the pump cannot be moved, they could surround it with bales of hay to muffle the noise.

Mr. Frederick noted that it was verified with Tom Weinau that he would be available for emergency snow plowing.

### **FIRE**

Chief Rospert reported two calls in February, bringing the total number of calls to 13 for the year.

ASHLAND TRAINING: Firefighters Vartorella, Starcher and Busdicker attended an arson seminar in Ashland February 24<sup>th</sup> and 25<sup>th</sup>.

NEW PERSONNEL: MTF Officers interviewed candidates for two open positions on the department and recommend hiring Scott Slauterbeck and Nick Tucker.

Mr. Slauterbeck is enrolled in Fire Level I training at EHOVE and although lives in Norwalk is within the five mile radius of the Milan Fire Station.

Mr. Tucker is a Milan Village resident who would like to serve the community.

Mr. Nickoli moved to hire Messrs. Slauterbeck and Tucker as firefighters on the Milan Township Volunteer Fire Department as recommended by the MTFD Officers. Mr. Shover gave second to the motion. The motion passed unanimously.

**ACTIVE SHOOTER TRAINING:** Chief Rospert reported that the Department continues to develop active shooter protocols in light of recent school shootings. There have been several meetings to discuss & development standard operating guidelines and needed equipment. There will be a presentation to the Department on March 22<sup>nd</sup> and later requests for equipment will be brought to the Board of Trustees.

**FIRE:** Chief Rospert discussed a fire that happened at 30 Broad Street in the Village. He commended his firefighters, especially the action of newer firefighters, who did so well at the scene. The older home was quickly enveloped in flames, but the quick work of neighbors, police and fire personnel save the lives of the residents and provided for their well-being despite the total loss of possessions and structure. Mr. Rockwell, who lives next door, gave details as to what happened and commended the actions of the community and all involved.

**EQUIPMENT:** 50 gallons of Class A foam and a new pair of boots have been ordered from Fire Safety Services.

**TRAINING:** The Department is considering offering an Emergency First Responder course to be done in-house. Jamie Starcher will teach the 60 hour course utilizing EHOVE as the administrator and accreditation. The cost may be funded by the \$5000 of training that EHOVE is providing over a 5 year period as part of the sale of the fire truck.

**GRANT:** The Chief noted that there is an opportunity to make application for a \$1000 OTARMA grant to review SOG policy per department. After a brief discussion Mr. Frederick moved to authorize Chief Rospert to apply for the OTARMA grant. Mr. Nickoli gave second to the motion. The motion carried unanimously.

### **ZONING**

Mrs. Arthur had been out of the state and only returned a few hours prior to this meeting. She did report that Certainteed, after having been approved for variances, is moving forward with the zoning permit process. Once the permit application is made a site plan review will be done.

### **OLD BUSINESS**

**NO JAKE BRAKE SIGNS:** The posting of No Jake Brake signs on Route 13 is awaiting the review of the County Engineer Office to determine the distance needed to the intersection for posting the signs.

**NO WAKE ZONE:** Mr. Frederick just noted that posting of No Wake Zone on the Huron River as requested by River Road residents should be kept in the forefront for action.

**ELEVATOR PROJECT:** The new elevator at the Township Hall is to the point where it will need to go out to bid.

SICK LEAVE/OVERTIME CLARIFICATION: The Board came to a consensus for a clarification of the overtime policy. Overtime will be given for any time worked over 40 hours in a regular work week. Sick time taken does not count as hours worked, but vacation and holiday does. Even if the hours worked outside of the normal work week occur prior to sick leave, it still goes by the 40 hour work week.

OHIO CHAUTAUQUA: The Ohio Chautauqua Committee has made application to host the event again in 2019. Milan Township is in the lead for consideration after a successful hosting of the event last year. Similar preparation and hosting requirements will be needed for 2019. The Lange Trust will cover the community host fee again.

CENSUS: Mr. Shover attended the ERPC meeting on census. Local funding based on census. ERPC is the agent for census for Milan Township.

SHAW MILL ROAD: Precision Paving has proposed milling butt joints at the start and end of area in question and then a top coat application of asphalt. They have given a cost estimate of \$18,290.00; which means competitive bidding not required. The Erie County Engineer Office could be consulted. Mr. Rockwell asked about replacing the guardrail too. The guardrail could be replaced as a separate project after the paving is complete. It was thought that after two years of discussion and the fact that the Erie County Engineer could find no underlying water problems; it's time to move forward.

Mr. Frederick moved to approve Precision Paving quote of \$18,290.00 to improve the hill area of Shaw Mill Road, with additional polymer paving subject to the Erie County Engineer's approval. Mr. Nickoli gave second to the motion The motion passed unanimously.

### **NEW BUSINESS**

#### **DOWNTOWN REVITALIZATION GRANT PROGRAM:**

Village Administrator Brian Rospert gave a presentation to the Board concerning a Downtown Revitalization Grant Program. Mr. Dan Frederick read a statement from the Erie County Prosecutors office suggesting that he refrain from voting on or discussing the issue, as he is a property owner and possible recipient of funding from the grant.

Mr. Rospert explained that there has been a design review done with an emphasis to preserve historic Milan Village. The Village solicitor has reviewed the proposal. There will be a March 20<sup>th</sup> meeting to make recommendations. Vermilion has applied and been awarded the grant on several occasions. The amount of the grant is \$300,000 plus 10% administration. This is a Community Development Block Grant being made available to centralized business owners in the Village to improve blighted streets and buildings. Application is due June 15<sup>th</sup> and the award will be make Sept. 1, 2018.

The Village of Milan has approve the entire amount of the consultation and application fees of \$7000, but is asking that the Township also participation. Business owner participation is required to go ahead with grant application.

Mr. Nickoli asked what kinds of improvements will be cover by the grant, what qualifies as a "blighted area" and is it awarded by area or to individual business owners. Mr. Rospert responded that Vermilion

has received the grant three times, but did not have specific information on the improvements made there.

Mr. Shover asked who benefits from the grants. Mr. Rospert stated that the individual business owners do. Mr. Shover asked how the funds are distributed. The committee would make the awards to those businesses that are included in the application. It would be equally divided and business owners must match the funds.

Mr. Nickoli moved and Mr. Shover seconded a motion to approve the amount of \$3500 for the consultant fee for the downtown renovation grant application. Messrs. Nickoli and Shover voted in the affirmative. Mr. Frederick abstained.

EDISON PARK AND EHS TENNIS: As the spring men's tennis season has commenced, the Athletic Director has requested that the restrooms at Edison Park be opened as of March 26<sup>th</sup> for their first match. The Edison Athletic Department has installed a porti-potty for temporary facility.

NEXUS PIPELINE: The Trustees attended a meeting in Avon concerning specific information on the construction of the NEXUS pipeline. Construction will start within the next 2 weeks. The following contacts were provided for public questions or concerns.

Marvin Harris, public safety liaison. Kim Redfern government affairs liaison. Public Hotline for concerns & comment. The public can call 844-589-3655 with any questions or concerns, or visit their website: [www.nexustransmission.com](http://www.nexustransmission.com)

### **FINANCIAL**

PERMANENT APPROPRIATIONS: Mr. Rospert noted that the permanent appropriations are being presented in a slightly different format. The revenue has been broken down. The permanent appropriation has minor changes from the temporary appropriations approved earlier. The permanent appropriations include the sale of truck and some other variations.

Mr. Frederick asked about the difference compared to last year's anticipated revenue. Mr. Rospert explained that Hotel Tax revenue had been anticipated at \$150,000 last year. This year it was bumped up to \$190,000 because last year the Township actually received \$210,000. He tried to make revenue estimates closer to what was actually received.

Mr. Nickoli questioned the cost of other insurance and bonding on the expense side being brought up to \$130,000. Mr. Rospert explained that the Township has new employees that are being covered. Former Trustee Kegaris was not included in coverage. The premiums are determined by participation and increased premium costs.

Mr. Frederick explained the 2195 Fire Fund to the newer Trustees. This fund is a Fire Levy that accumulates in anticipation of equipment replacement and is rolled over for a number of years.

Mr. Nickoli moved and Mr. Frederick seconded the motion to approve the Permanent Appropriation Budget for 2018.

THE BOARD OF TRUSTEES OF MILAN TOWNSHIP IN ERIE COUNTY, OHIO MET IN A REGULAR SESSION ON THE 7TH OF MARCH, 2018 WITH THE FOLLOWING MEMBERS PRESENT:, MR. FREDERICK, MR. NICKOLI AND MR. SHOVER.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MILAN TOWNSHIP, ERIE COUNTY OHIO THAT, TO PROVIDE FOR THE CURRENT EXPENSES AND OTHER EXPEDITURES OF SAID BOARD OF TRUSTEES, DURING THE FISCAL YEAR ENDING 12/31/2018. THE FOLLOWING EXPENDITURES ARE TO BE MADE FOR AND DURING SAID FISCAL YEAR:

- General Fund (Fund 1000) - \$571,572
- Motor Vehicle Tax (Fund 2011) - \$30,000
- Gas Tax (Fund 2021) - \$129,250
- Road & Bridge (Fund 2031) - \$163,600
- Fire Apparatus (Fund 2191) - \$90,900
- Fire Protection (Fund 2192) - \$110,500
- Fire Current Expense (Fund 2193) - \$143,849
- Fire (Fund 2195) - \$133,000
- Permissive Vehicle Tax (Fund 2231) - \$50,000
- Lighting Districts (Funds 2401 – 2406) - \$14,300
- Permanent Improvements (fund 4301) - \$205,000

THE RESOLUTION AND THE ROLL CALLED UPON ITS ADOPTION AS FOLLOWS: MR. NICKOLI – AYE; MR. FREDERICK - AYE; MR. SHOVER – AYE.

Resolution 2018-03 approved March 7, 2018

As there was no further business brought before the Board, Mr. Frederick declared the meeting adjourned 8:46 p.m.

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Mr. Daniel Frederick, Chairman

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Mr. Zachary Rospert, Fiscal Officer