

BOARD OF TRUSTEES

Daniel Frederick
Gerald Nickoli
Mike Shover

FISCAL OFFICER

Zachary Rospert



MILAN TOWNSHIP

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MILAN TOWNSHIP

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Milan, Ohio 44846
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ZONING INSPECTOR

Colleen Arthur

The Milan Township Board of Trustees met for the first regular meeting of the month on Wednesday, December 5, 2018, at 7:00 p.m. in the Community Room of the Milan Township Hall. Trustees Daniel Frederick, Mike Shover and Gerald Nickoli were present, as well as Fiscal Officer Zachary Rospert, Fire Chief Brian Rospert, Maintenance Supervisor Dave Fox, Zoning Commission Chairman Bill Muthig, Z.I./Sec. Colleen Arthur, Don Kreidler, and Carla Rospert.

GENERAL

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

ROLL: Mr. Rospert called the roll. Mr. Frederick, present, Mr. Nickoli, present and Mr. Shover, present.

MINUTES: Mr. Shover moved to approve the minutes of the November 21, 2018 meeting. Mr. Frederick seconded the motion. The motion carried. Mr. Nickoli abstained from the vote, as he was not able to attend the November 21st meeting.

EXPENSES: Mr. Nickoli moved and Mr. Shover seconded the motion to approve payment of expense vouchers 202-233 and warrants 18617-18664 totaling \$100,447.72, as presented by the Fiscal Officer. The motion carried.

AUDIENCE: Carla Rospert addressed the Board noting that she and her husband will be hosting their daughter's wedding reception in the Ballroom on May 18, 2019, and are requesting permission to serve alcohol. Mr. Shover moved and Mr. Nickoli seconded the motion to allow the Rosperts to serve alcohol at their daughter's wedding reception. The motion passed unanimously.

MAINTENANCE

SNOW PLOWING: Mr. Fox reported that Matt Hudson is now plowing snow solo. Matt learned quickly and has no more need of supervision. Mr. Fox noted that he received a call about a damaged mailbox, however; this concerned a mailbox on a non-township road.

CATCH BASINS: Mr. Fox noted that they will be cleaning leaves out of catch basins on Berlin Street.

TRUCK MAINTENANCE: A few more items have been ordered to make needed repairs to fire truck 751.

FIRE

CALLS: Chief Rospert reported that in November the Department answered nine (9) calls. There have been 101 for year. The Chief noted that is a normal amount of calls in a year and that in 2017 there had been a considerably less calls.

The Chief also noted that two of November's responses had been for mutual aid; for a structural fire on Route 113 E., in Berlin Township and at Norwalk fire station where Milan Township manned the new station while Norwalk was engaged.

NEW WASHER: Chief Rospert explained that the BWC grant which paid for the new washer included installation, but not include necessary alterations to the plumbing and electric. He is getting quote from Scott Bastien. Mr. Fox explained that the water source is present, but a new drain is needed to handle the water output. He estimates it will only be a few hours of work. The electric will need a 220 amp upgrade and a disconnect box. This work can be accomplished in-house. In order to meet the grant requirements this work needs to be completed by January 3, 2019. Caylie Shover is monitoring the grant status.

Mr. Nickoli moved and Mr. Shover seconded a motion to authorize funds to cover the costs of the installation of adequate electric and drainage for the new washer which are not covered by the BWC grant. The motion passed unanimously.

EQUIPMENT: Chief Rospert noted that he has ordered the hose and 10 MSA bottles, as approved.

PARTY: The Fire Departments Annual Christmas Party Saturday, Dec. 8, 2018.

ENGINEER POSITION: Chief Rospert reported that three individuals were considered to fill the vacant engineer's position on the roster. The Officers have recommended that Matt Starcher be promoted to Engineer. Based on the recommendation of the Board of Officers, Mr. Nickoli moved and Mr. Shover seconded the motion to approve the promotion of Matt Starcher to the rank of Engineer. The motion passed unanimously.

TRAINING: Chief Rospert noted that Jamie Starcher has been training younger members on engine maintenance.

R-1 PRO-SEALANT: At a previous meeting the Board was given a presentation by Nick Tucker for the application of R-1 Pro-sealant on the trucks which provides a shell finish. Chief Rospert thought that this application would provide about 20 years of protection. The cost will be approximately \$1100 to treat two trucks and the grass fire truck. No decision was made at the time presentation had been given, as Mr. Nickoli was not in attendance and the Board of Trustees wished to consider Mr. Nickoli's opinion. Mr. Nickoli will be sent a link to the manufacturer's website.

Mr. Shover asked a rhetorical question of Mr. Rospert as to what is the main reason why the Township would need to replace trucks. Mr. Rospert responded that it is usually because the frame rusts out. Mr. Shover noted that this why the Board is considering the application of the R-1 Pro-Sealant; to make the life of the truck last longer.

Mr. Nickoli noted that he had checked with the school about undercarriage wash. (It was noted that the Pro-Sealant is not the same as an undercarriage wash, but a permanent exterior coating.) The school said they only use the undercarriage wash unit occasionally, and only outside where drainage is available. This could be made available for the Township to try out.

Mr. Frederick noted that similar products will be available for consideration at Township Association Winter Conference. He noted that someone told him the application process can make a real mess. There was some clarification about the differences of the under carriage wash, the under carriage

sealant with Fluid Film (that was previously approved by the Board), and the R-1 Pro-Sealant that is being discussed tonight. After much consideration it was decided it would be best to wait until after OTA Winter Conference before making a decision.

TOWNSHIP HALL: There was a brief recap of what had been done on the renovations of the Trustees Room and lighting choices.

ZONING

PERMITS: Recently issued permits were available for review.

DAVE FOOD MART: Mrs. Arthur noted that she has not yet issued the zoning permit for Dave's Food Mart due to a lack of exact measurements for the proposed new position of the pump island. Her concern is that, 1.) Based on the current numbers submitted, the area between the existing road curbing and the island base appears to be too narrow for vehicles to get through and certainly would not allow cars to drive passed cars at the pumps. 2.) The traffic pattern is questionable. Although the Erie County Engineers Office has emailed some verbal approvals, no real study seems to have been conducted on the effect the drive thru wait time and repositioning of the pump island will have on the traffic pattern. Mrs. Arthur thought that before approvals are given for a zoning permit, this would be a good time for the Trustees to express their concerns to the County Engineers Office about this dangerous intersection. Mrs. Arthur noted that she has no problem with the variances which were granted on the side and rear setbacks. Mr. Frederick suggested approving a permit only for the building portion of the application and noting that phase four (the pump relocation) will be approved at a later date.

CERTAINTTEED: Mrs. Arthur spoke with Tracy Smoker, Project Engineer at CertainTeed, who informed her that CertainTeed has completed the land swap with Mr. Rockwell and are combining all their various parcels under one parcel number. They will soon be asking for a zoning change for the newly acquired land to the I-2 District which would bring it in conformity with the rest of the CertainTeed property. Since CertainTeed is under spending freeze until 2019, they do not intend to move forward with the zoning change application until after the New Year.

VIOLATIONS:

Adams trailer on River Rd.: The case has been forwarded to the Prosecutors Office. Mrs. Arthur has yet to hear back from the Prosecutors Office.

Tom Corbin, 1919 Warwick Drive: Mr. Corbin applied and was granted a zoning permit for his shed. Violation is resolved.

Trash on Route 250 house with orange door: 12717 is a rental on same lot as 12613 US Rt. 250. All the trash bags have been removed. Mrs. Arthur stated that she believes a new renter has moved in and the bags were generated by the move. Violation is resolved.

FRANKLIN FLATS: Mrs. Arthur reported that she has had numerous phone calls from Wes Muhik, who is considering purchasing a lot in Franklin Flats and to build a summer home. There will be a meeting of the Franklin Flats Advisory Committee for recommendations to the ZBA.

OLD BUSINESS

Mr. Fox noted that some of the No Wake signs have yet to be installed, but that he hasn't been able to contact the property owner who agreed to place the signs on his land.

Mr. Fox noted that the section of Oak and/or Walnut Streets for which there has been a request to place stone is not the section that the Township abandoned several years ago. So he could lay stone. However, Mr. Frederick noted that another property owner does not want the stone installed. No action was taken

NEW BUSINESS

RILEY ROAD: Mr. Nickoli reported on the electric pole on Riley Road. First Energy wants to wait until the area dries up before investigating further. Mr. Nickoli thinks the pole is sitting on top of the tile and that is why the sink hole is developing. The pole is in the ground 8'.

CEMETERIES: Mr. Nickoli reported that he was asked if any projects need to be done in any of the Township cemeteries. Someone thought one of the cemeteries was being encroached upon. It isn't. He did mention that this might be a good time to trim branches.

FINANCIAL

HOTEL TAXES TO INCLUDE BED AND BREAKFAST ESTABLISHMENTS: Mr. Rospert informed that Board that Erie County has enacted new policy that Air B& B and bed and breakfasts will now be required to pay a bed tax, just as is now required of hotels. Establishments with 5 beds or less have, in the past, been excluded from the tax. Townships may now pass a resolution to collect the 3% bed tax for places under 5 beds. The County is going to do an online collection of fees and is offering to collect the township fees for 2% of our receipts on all hotel taxes. There will be more information to come. The Trustees took no action at this time.

NEW COMPUTER: Mrs. Arthur's computer is getting old and is making a worrisome noise and may be failing according to the OTARMA representative who did a tech security check. He has recommended a computer with much less memory. Mr. Frederick said a new computer should be purchased. Mr. Shover also suggested that a computer consultant be considered for the Township. Several computer support companies were mention. Mr. Rospert noted that the OTARMA recommended that the Township a mini network installed. He also recommended a computer consultant out of Cleveland, however, this might be expensive as there is a travel charge as well as a pretty hefty hourly rate. It was thought a consultant could be obtained locally.

GENERAL FUND TRANSFERS: Mr. Rospert recommended the following transfer of funds be made in order to pay the most recent invoice for the elevator project.

Transfer out of:

1000-110-141-0000	Salary- Legal Counsel	\$1,000
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1000-110-311-0000	Accounting& Legal Fees	\$1,000
1000-120-420-0000	Operating Supplies	\$1,000
1000-610-323-0000	Repairs & Maintenance	\$1,000
1000-310-430-0000	Small Tools & Minor Equip	\$1,000
1000-110-213-0000	Medicare	\$ 50
1000-110-313-0000	Uniform Accounting Network Fees	\$ 950
1000-420-370-0000	Pmnt to Other Political Subdivision	\$1,000
1000-130-150-0000	Compensation of Board Members	\$1,500
1000-610-420-0000	Operating Supplies	\$1,500
1000-93-0930-0000	Contingencies	\$1,800
1000-760-740-000	Machinery, Equipment, Furniture	<u>\$11,000</u>
		\$22,800

Transfer into:

1000-910-910-000 Transfer Out, then into Fund 4301 for the Elevator

Mr. Nickoli moved and Mr. Shover seconded the motion to transfer the funds as presented by Fiscal Officer Zachary Rospert. The motion carried unanimously.

COMMENT: Mrs. Carla Rospert noted that she loved what has taken place with the new elevator project.

ADJOURNMENT: As there was no further 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