

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, October 17, 2018, at 7:00 p.m. Present at the meeting were Trustees Dan Frederick, Mike Shover, and Gerald Nickoli, F.O. Zachary Rospert, Road Supervisor Dave Fox, Fire Chief Brian Rospert, William Muthig, Don Kreidler, Frank Lytle and Richard Pitsinger.

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

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

MINUTES: Mr. Nickoli moved and Mr. Shover seconded the approval of the October 3, 2018 Public Hearing and Regular Meeting minutes. The motion passed unanimously.

EXPENDITURES: Mr. Nickoli moved and Mr. Shover seconded a motion to approve electronic payments 194-198 and warrants 18524-18543 in the amount of \$14,928.40, as presented by F.O. Zachary Rospert. The motion passed unanimously.

MAINTENANCE

Dave Fox updated the Board of Trustees with the following information:

- The School Bus turn-around on Riley Road is complete. Approximately 52 tons of stone were used. Mr. Frederick thanked the schools for working with us to help clear up this situation and keeping the kids safer.
- The tires on the old pickup truck are 16 inch, while the new truck has 17 inch tires. As such, we cannot transfer the tires. In discussion, the trustees wanted to make sure that we either sell the tires from the new truck when the new tires are installed, or that we keep the tires and try to sell them on our own. Mr. Nickoli noted he will talk to Maxey Tire to see if they would be willing to purchase the tires if they installed the new tires.
- Daryl Maines asked about getting a dead tree removed from his rental on seminary. Dave is going to talk to Roe's.

Dave would like to order 100-150 ton to fill up the barn. Trustees agreed to order 100 tons.

USA Dance moved their materials from the storage room on the stage. Stage left is now available for the HVAC units.

Dave requested the week of November 5 off. He will still open the polling locations.

FIRE

Chief Rospert noted they will have a retirement celebration for Tim Finton's 30 years of dedicated service to Milan Township Fire Department. This will be held on October 27, 2018 at 2:00 PM at Fire Station 2.

With Mr. Finton's retirement, the following promotions were presented: Lew Kalin #5 Captain, Russ Logan #6 Lieutenant, Tim Justice #7 Lieutenant, Don Vartorella #8 Lieutenant. Mr. Frederick made a motion to approve the promotions, as presented. Mr. Nickoli seconded the motion, which passed unanimously.

Chief Rospert noted the officers received 4 letters of interest to become the #9 Lieutenant. Officers will meet on Monday, October 22 to discuss.

Chief Rospert also update the Board of Trustees on the following:

- With Mr. Finton's retirement, we are down to 33 firefighters, with the potential to lose two more at the end of the year, due to lack of training hours and participation.
- Caylie Shover and Nick Tucker are enrolled in the EHOVE Firefighter Level I course, which is expected to begin in late November or early December.
- Met with North Central EMS Director Ashley Ballah to discuss the future of their services. Ms. Ballah stated they are committed to continue their EMS Coverage for Milan Township.
- The annual ladder testing was completed this month, with no issues being found.
- During the annual hose testing, approximately 800 foot of 1.5" hose failed. Quotes are being solicited on 1,200 foot of 1.75 double jacked hose to replace the hose that failed over the past two year.
- Quotes are being solicited for 10 new MSA bottles.
- Annual Pump testing on our engines, tanker and ladder truck is scheduled for October 25.
- On October 7th, the department participated in in the Erie County Firefighters Association's Silent Parade and Memorial, where they remembered the 13 Erie County Firefighters who paid the ultimate sacrifice.
- Fire Prevention week activities will be presented at Edison Elementary school later this month.
- The department will assist with the Village of Milan's trick-or-treat on October 31 from 5-6PM.

OLD BUSINESS

RESOLUTION # 2018-26

Mr. Nickoli moved the following resolution:

RESOLUTION OF THE BOARD OF TOWNSHIP TRUSTEES OF MILAN TOWNSHIP, ERIE COUNTY, OHIO, FOR THE PURPOSE OF REQUESTIONG THE ERIE COUNTY ENGINEER REDUCE THE SPEED LIMIT ON RILEY ROAD FROM 35 MPH TO 25 MPH.

Mr. Shover gave second. Roll call vote: Mr. Nickoli –aye; Mr. Shover – aye; Mr. Frederick – aye.

In response to our joint request with Berlin Township to reduce the speed on Wikel road to 45 MPH, the Erie County Engineer sent a report confirming that Wikel Road should stay at 55 MPH.

Leisure Living had a quote to include a Chautauqua ad in their Holiday magazine and Lake Front News. It was decided to wait until the spring to begin advertising.

The Town Hall rental agreement was discussed. Mr. Frederick will ask OTARMA representatives if it is necessary for Milan Township to require "Rider Insurance" where Milan Township is listed as an additional insured.

Dan passed out a proposal from "The Station" which is the name assigned to incubator in the old police station. Nick Frederick, who is spearheading the project, is soliciting a committee to give a recommendation for candidates in the program. This reduces the risk of township officials selecting the next occupant. The goal is to get the committee together around Christmas Break. Mr. Dan Frederick noted we could apply to the Community Foundation for a grant to help get the building up to code.

NEW BUSINESS

Mr. Richard Pitsinger asked about recycling at the landfill. He noted that newspapers are no longer being collected. As such, these papers are disposed of in the dump and will blow into his yard. Mr. Frederick indicated he will write a letter to Erie County Solid Waste District and Erie County Commissioners on behalf of township residents asking for the bin to be reopened.

Mr. Frederick noted that Kevin Smith is not interested in being reappointed to the Planning Commission once his current term ends. There will be an opening on January 1.

The Milan Chamber of Commerce is discussing a Christmas Craft show on the first floor of the Town Hall on December 1, 2018 to coincide with the Friends of the Library "Homes for the Holiday" event. The trustees indicated they did not have a problem with this, assuming the hall is available.

Dan talked to Republic Waste Services about the turn-around on Riley Road. Representatives from Republic indicated they will do a T-Turnaround at the end of the road. He also asked to have Twin Oaks and Edison Ridge on the start of the route, so the trucks are not full. They were open to this request.

As previously discussed, the Boiler for the ballroom of the Townhall was declared dead. A request for bids was advertised to install new heating and air conditioning units. Two bids were submitted. Hartland Mechanical for \$54,380 and Wilkes & Company for \$42,445. Dan Frederick, as the Pro-Bono Architect, recommended awarding the Bid to Wilkes & Company. Mr. Nickoli made a motion to contract with Wilkes & Company for the Townhall HVAC Work. Mr. Shover seconded the motion. All ayes.

In addition to this work, the following breakout expenses were quoted:

Plumbing Contractor: Deluca Plumbing - \$3,438; Wilkes & Company - \$4,210; Milan Contractors - \$1,300. Mr. Nickoli made a motion to contract with Milan Contractors (Scott Bastein) for the Townhall HVAC Plumbing Work. Mr. Shover seconded the motion. All ayes.

Electrical Contractor: Firelands Electric, Inc. - \$8,465; Landoll Electrical Contractors - \$7,400; Great Lakes Electric, Inc. - \$3,300. Mr. Nickoli made a motion to contract with Great Lakes Electric for the Townhall HVAC Electrical Work. Mr. Shover seconded the motion. All ayes.

RJ Beck presented a bid of \$4,100 to upgrade the Fire Alarm System. This new panel is needed for the elevator, and will also service the town hall. The Trustees wanted to invite RJ Beck to a work session prior to awarding bid.

Dave Fox noted the tornado siren did not go off at the office building due to a wire coming loose. Dave called and it was repaired.

FINANCIAL

Fiscal Officer Rospert presented the Q3 2018 Fund Summary Management Report and Receipts for Q3.

Mr. Rospert presented the following budget modification:

| | | | |
|-------|-------------------|--------------------------------------|----------|
| From: | 1000-110-211-0000 | OPERS | \$10,000 |
| | 1000-110-389-0000 | Other – Insurance & Bonding | \$20,000 |
| | 1000-110-591-0000 | Contributions to Other Organizations | \$2,000 |
| | 1000-120-430-0000 | Small Tools & Minor Equipment | \$1,500 |
| | 1000-120-599-0000 | Other – Other Expense | \$1,500 |
| | 1000-130-190-0000 | Other – Salaries | \$1,000 |
| | 1000-180-530-0000 | Claims | \$1,000 |
| | 1000-330-599-0000 | Other – Other Expense | \$2,000 |
| | 1000-610-323-0000 | Repairs & Maintenance | \$2,000 |
| | 1000-610-420-0000 | Operating Supplies | \$2,000 |
| | 1000-610-430-0000 | Small Tools & Minor Equipment | \$2,000 |
| To: | 1000-910-910-0000 | Transfers – Out | \$45,000 |

This \$45,000 will then be transferred from the General Fund into the Permanent Improvement HVAC Line item 4301-931-1002.

Mr. Nickoli made a motion to complete this budget adjustment. Mr. Shover seconded the motion. All ayes.

With all of these projects, the Capital Improvements (Fund 4301) did not have enough budgeted. Mr. Nickoli made a motion to allow the fiscal officer to work with the Erie County Auditor to complete a supplemental appropriation, bringing the total Capital Improvements appropriations to \$437,000 for 2018. Mr. Shover seconded the motion. All ayes.

Mr. Nickoli asked if the trustees wanted to move the second meeting in November, as it falls on the day before Thanksgiving. It was agreed to keep the meeting as regularly scheduled.

With no further business, Mr. Frederick declared the meeting adjourned at 8:32 p.m.

Mr. Daniel Frederick, Chairman

Mr. Zachary Rospert, Fiscal Officer