

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

The Milan Township Board of Trustees met for the first regular meeting of the month on Wednesday, November 07, 2018 at 7:00 p.m. in the Trustees' Room of the Milan Township Hall. All Trustees were present, as well as Maintenance Supervisor Dave Fox, Zoning Commission Chairman Bill Muthig, Fire Chief Brian Rospert, Fiscal Officer Zachary Rospert, Z.I. Colleen Arthur, Richard Pitsinger, Frank Lytle and Christine Wolf of the Milan Library Board.

Chairman Frederick opened the meeting at 7:01 p.m.

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

MINUTES: Mr. Shover moved to approve the minutes from October 17, 2018, meeting. Mr. Nickoli seconded the motion. The motion passed unanimously.

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

Electronic 201-212, Warrants 18544-18596 \$48,074.03

AUDIENCE: Mrs. Christine Wolf of the Milan Library Board addressed the Board with a request to place a temporary sign at Fire Station No. 2 on Route 250 advertising the Milan Tour of Homes which will be held on Dec 1st, 2018 from 1:00-6:00 p. m. The sign will be in place for two weeks in November. The Trustees unanimously approved permission.

MAINTENANCE

ROAD SALT: Mr. Fox reported that the Township salt sheds are full to capacity after four loads of salt were delivered this week. He does not anticipate that the Township will need any further salt purchases for the 2018-19 winter season.

TREE REMOVAL: Mr. Fox presented a quote from Roes Tree Service to remove a tree in the right-of-way in front of Darrell Maines' property on Seminary. The proposal was to remove the tree and grind out stump for \$660. Mr. Nickoli moved to accept the proposal. Mr. Shover seconded the motion. The motion carried unanimously.

Bryan Road Drainage: Mr. Fox reported that the resident who lives two houses past Chuck Oeder's house has a basement full of water. Roto Router ran a camera from a stand pipe on the Oeder property to across the road that showed that stretch of pipe to be clean. Franklin came out and jetted the pipe from that point, but it seemed to hit a brick wall. Mr. Fox suggested that a camera be inserted from the other end to see where the obstruction is. Mr. Fox said it is not clear as to where all the pipes run and where the connections were made. Franklin feels that when houses were built in the area, they may have broken field tiles and never repaired them.

Mr. Nickoli noted that if these are drainage issues that do not involve Bryan Road drainage per se, but yard drainage, the Township doesn't need to deal with this. Mr. Nickoli suggested checking the tap-in file to see if anyone other than Wetherill was allowed to tap in. Mr. Nickoli said he would be willing to meet out on Bryan Road to survey the situation.

ZONING

Lake Erie Arms – Mrs. Arthur reported that she is still collecting required documentation for the site plan review on Lake Erie Arms. The storm water drainage permit was received this week from Ken Fortney's office. Mrs. Arthur called the Huron Building Department and John Zimmerman informed her that no application has been made for a building permit yet. Mike Kegarise informed her that he had discussed an option of paying the zoning fee in installments with one of the Trustees. If that is the Trustees desire, a motion as such is needed. On Sept. 5, 2018 the Trustees passed a motion adjusting the zoning fee by waiving the square footage on the parking lot. Mrs. Arthur figured the area covered by building to be 75,420 s. f.; therefore, the permit for the building would be \$11,613, plus the \$150 for the parking lot for a total permit fee of \$11,763 and asked how the Trustees would like this payment arranged?

Mr. Nickoli moved to allow the approval of the zoning permit prior to payment with payment due at the time the construction loan is approved and prior to commencement of work. Mr. Shover seconded the motion. The motion passed unanimously.

DAVE'S FOOD MART: Mrs. Arthur reported that she is having difficulty resolving the impact of the variances granted by the ZBA with aspects under consideration in the site plan review for Dave's Food Mart. At least one of the variances for the gas pump location was granted without really studying the impact on sight line. This is something that I would have required be verified during the site plan review, but it has been granted so, if it causes a difficulty, how can I make them move it when the Township allowed it? She has requested further information about distances from the curb from Mr. Feick, however, what he sent does not provide the needed dimensions.

CERTAINTEED: CertainTeed is still waiting for their legal team to finish up the land trade between CertainTeed and Mr. Rockwell before they file appeals paperwork for the zoning change to I-2 on new lots.

IWorq – Mrs. Arthur 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 and she will be adding actual data onto them soon. Currently she can do this to practice mode and 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, maybe tomorrow.

VIOLATIONS: Adams trailer on River Rd.: We will move forward with getting this violation to court. Mrs. Arthur is waiting to hear what the Prosecutor's Office wants to do. They are assigning Sue Brown to take over Milan Twp. Zoning cases, however, she is finishing up her Children's Services cases and Gery Gross was on vacation last week. She has left him two or three messages and has not heard back as to how they want to proceed.

INSPECTIONS ON OCT. 31, 2018: Mrs. Arthur reported on the following inspections.

Tom Corbin, 1919 Warwick Drive. Inspected and compared aerial records, A shed was placed on the property this summer without a permit. The setback looks to be inadequate, but otherwise the shed itself is okay size wise, etc. Mrs. Arthur Will be sending a violation notice.

Trash on Route 250 house with orange door: Mrs. Arthur inspected and took pictures of the property and found about a dozen large black trash bags piled behind the house at 12717 U.S. Route 250, which, upon further investigation appears to be rental on same lot as 12613 US Rt. 250; John Kurtz owner. She noted that two vehicles were parked in the drive; a blue minivan and a maroon sedan. Someone is living there. A violation notice will be sent to the owner notifying him of the condition of the property.

Mr. Nickoli was going to enter property behind Clayton Howard property on River Rd. concerning vehicles at the back of his property being dumped. Mr. Nickoli stated that approximately 30 cars are being parked in a newly fenced area. Mrs. Arthur will investigate further.

FIRE

Chief Rospert reported that there were six call in October; 91 calls for the year.

As Mr. Finton has recently retired and other members of the Department have been moved into officer positions, the #9 Lieutenant position remains open. Four candidates were interviewed to fill the position. Chief Rospert recommends Jamie Starcher for the Lieutenant position and asked for the Trustees' approval. Mr. Nickoli moved to accept the recommendation of Chief Rospert to promote Jamie Starcher to Lieutenant. Mr. Shover seconded the motion. The motion unanimously carried.

Chief Rospert reported that Fire Safety Services was in to perform annual Pump/ladder tests. Several issues were found including problems with a pressure gage, a valve on the tanker truck and an air pressure switch on Engine 621. Additionally, Engines 628 and 651 are showing age and have rust under the chassis. The Chief thanked Dave Fox and Matt Hudson for their assistance with the tests.

The Chief thought that it might be necessary to undercoat these trucks for preservation. Mr. Frederick asked about the bus underwash unit at the school buses use. Mr. Nickoli said they don't use it and may want to sell it. Mr. Frederick suggested that the Township might borrow it to see if it will work for our trucks.

The Department received funds from the BWC grant that was awarded earlier this year. Caylie Shover ordered the new washer and firefighting hoods. All this equipment was paid for with the grant.

ACTIVITIES: The Department took part in Fire Prevention activities for Pre-K through third graders. On Halloween they assisted with safety at intersections and passed out candy. This coming Friday the Department will use an engine to escort the Edison High School Cross Country Team as part of their send-off to the State Championship Meet. Also, this coming weekend, the Department will assist with the annual Piggyback Foundation Holly Run.

EQUIPMENT: Chief Rospert presented several quotes for new hose, a gated wye, 10 MSA bottles and 6 wildfire brooms from various vendors. He suggested purchasing:

1,200 feet of double jacketed fire hose from Finley Fire at a cost of \$2,760.00.

10 MSA bottles from Fire Safety Services at a cost of \$8,740.00

A gated wye from Fire Safety Services at a cost of \$286.00

6 Wildland fire broom from Fire Safety Services at a cost of \$150.00

For a total cost of \$11,936.00

Mr. Nickoli so moved and Mr. Shover seconded the motion to purchase the suggested items. The motion carried unanimously.

OLD BUSINESS

OHIO CHAUTAUQUA has been scheduled for June 11-15, 2019. The Ohio Chautauqua Committee met yesterday. Their next meeting is December 19th. 2:00 p.m. All are welcome.

TOWNSHIP HALL ELEVATOR: Mr. Frederick reported Studer-Obringer is moving along with the construction and will enclose next week and put in ramps in a couple weeks. The elevator mechanism will be coming in the end of December. Mr. Frederick sees the project finished by end of January 2019.

Heat: Wilkes has the ductwork and furnaces set. They will be cutting into roof tomorrow and should have heat completed by next Thursday.

Electric: Firelands Electric is installing the electric panel. Brian Rospert noted that the Township needs a new customer account with the Village Electric Department for the new panel. This will be a separate account.

Since the scaffolding will be up tomorrow, Mr. Frederick asked that Great Lakes Electric take the opportunity to repair damaged sockets in the ballroom ceiling and replace all extinguished light bulbs.

A.C.: The Township Maintenance crew is setting stone for the condensers on the side of the building.

TABLES AND CHAIRS: Mr. Fox asked if the Trustees would consider purchasing new tables and chairs for the Township Hall in the new year. The current tables are extremely heavy, old and worn. The newer plastic type tables are much lighter and easier for people to set up and take down. Prior purchases of the plastic type table show that they hold up well. Also, many chairs are missing and these too are heavy and require stacking. Perhaps a folding option might be looked at.

ERIE COUNTY LANDFILL: There has been a change in recycling as the Erie County Landfill must pay to have newspapers recycled and nobody wants them, so they end up in the landfill. Mr. Frederick noted that the host fee is still an issue for the Township's bearing the burden of having the landfill within Milan Township.

ODOT BIKE PATH TO EDISON HIGH SCHOOL. Mr. Frederick noted that there are several options to consider which could result in a bike path to Edison High School. The question is funding as much of the distance as possible between the high school and the Village. ODOT is good to do it from Edison H.S. to Berlin Street as part of a planned project. This would cost the Township about \$225,000 for a path on both sides of Route 113. However, another option would be to do the project in phases; perhaps to Edison Ridge and Twin Oaks. This would be about half way and half the cost. A request has been made for funding from the Whiteman Weaver grant for children's safety. They'll meet with them tomorrow and let us know if they will consider it.

However, earlier this afternoon Mr. Frederick called Catawba Island to inquire as to how they were able to fund their extensive bike path project. Mr. Frederick was given the phone number for the Bike Transportation director in Columbus. Mr. Frederick explained that this may be the best option a complete path from the Edison High School with a termination point at the Township's property at 1518 State Route 113. The State may fund the entire length of the bike path and the Township could continue it over the Village Creek and through a section of Edison Park. After some considered discussion of the issue, Mr. Frederick moved for the passage of the following declaration.

Declaration of Intent:

The Milan Township Trustees have considered the construction of a bike path between Edison High School and the Village of Milan a priority for many years to provide for area resident's recreational use and more importantly, safer travel for pedestrians, bike riders, and vehicles. Edison High School is located on SR113 in Milan Township, approximately 1.5 miles east of the Village of Milan (also considered part of Milan Township). The Edison Ridge/Twin Oaks subdivision is located approximately halfway between the school and village and is home to around 100 homes. To complicate matters, a SR 113 culvert just east of the Village limits is narrow and Berlin Street leading from SR 113 into the Village of Milan is dangerous.

Many Milan Township residents and Edison High School students are accustomed to walking, running, and riding bicycles along SR 113 between the school and Village of Milan. Edison High School running teams regularly use this route for long distance training. This roadway is also part of an informal but popular long distance bike route originating in Lorain County. Obviously, this stretch of road is consistently used by inexperienced teenage drivers during the same time period that the berm of the roadway is most likely being used by pedestrians and bicycles. To

make this worse, this most heavily used time period often corresponds with sunrise/sunset on this east/west road. Finally, this stretch of SR 113 contains a relatively dangerous curve near the high school and an often confusing intersection at River Road and Berlin Street, both of which have a history of serious accidents. Fortunately, ODOT has recently recognized these concerns and lowered the speed limit to 45 MPH between Edison High School and the Village of Milan.

All of which make this bike path project a priority to improve safety for pedestrians, bicyclists, and vehicles. Toward this goal, it is the declared intention of the Milan Township Trustees to commit \$100,000 of township funds toward the construction of a bike path between Edison High School and the Village of Milan for the purpose of providing for the safe passage of citizens along State Route 113, particularly Edison High School students. The Trustees' intend to pursue the following three options:

1.) If additional ODOT funds are unavailable and the Township must bear the entire expense of this project, an initial phase of this bike path will be built from Edison High School to the Edison Ridge/Twin Oaks subdivisions (distance of 1885 feet and estimated total cost of \$101,790). Milan Township will then attempt to add additional phases of the bike path in future years until the path eventually reaches the Village of Milan.

2.) If ODOT matching funds can be obtained, the bike path will be constructed from Edison High School to the River Road/Berlin Street intersection (distance of 4120 feet and estimated total cost of \$225,000). Again, with the intention of adding additional phases in future years until the path reaches the Village. In the meantime, additional bicyclists would most likely be traveling on narrow and difficult Berlin Street to reach Milan.

3.) If the construction of the SR 113 bike path can be funded in total by ODOT, the Milan Township Trustees recommend that the path completed from Edison High School to the Milan Township offices located at 1518 State Route 113 East. If this occurs, the Trustees will dedicate their \$100,000 commitment toward building an 8' wide paved extension of the bike path south from the Township offices directly toward Milan Township's Edison Park complex and adjacent Village limits. This path would be constructed completely on land already owned by the township. This portion of the bike path would therefore avoid the narrow SR 113 culvert and the dangerous northern portion of Berlin Street. By terminating at Edison Park and providing additional parking at the Township's SR 113 property, we believe this path would not only provide for save travel between Edison High School and the Village but the "thru the woods" off-road portion would also be heavily used for recreational walkers, runners, and bicyclists.

This third option is preferred by the Milan Township Board of Trustees as being most beneficial for township residents, high school students, area visitors, and passing motorists. This master plan would be the ultimate goal of this bike path project even if needed to be constructed in phases over many years.

Mr. Frederick moved for the adoption of this Declaration of Intent. Mr. Shover seconded the motion. The motion carried unanimously by the Milan Township Board of Trustees.

RILEY ROAD: The new bus route on Riley road is running smoothly. The Township paid for stone and the turnaround seems to be running well to the happiness of parents and grandparents.

MILAN TOWNSHIP HALL USE POLICY: The Townships liability insurance covers use of Township building, but it has been suggested that a hold harmless clause could be added to the agreement. No formal action was taken.

NEW PICKUP TRUCK LOGO AND TIRES: It had been decided to use the tires that came on the truck for a while to see if they hold up rather than purchasing new tires. Mr. Frederick noted that Mrs. Frederick can print up decals of the Township logo for the new truck. It was noted that Lou Kalin applied the logos to the Village's trucks and could be asked to do the same for the Township.

NEW BUSINESS

FIRE STATION No 1: during the election there was a ceiling leak at Fire Station No. 1. A roof inspection located a bad spot. Don Hart re-caulked the affected area and the Township maintenance crew installed a few new single tiles. This seems to have repaired the roof sufficiently.

FUEL TANK REPAIR: Coles Energy stated that the Township's gas tanks need to be cleaned and that they discovered sand had been put in the tanks by someone at some point. It lay in the bottom of the tank, fortunately below the output hose. They suggest the tanks be cleaned and sealed by Warner Onsite Filtration at a cost of \$600. Mr. Nickoli moved and Mr. Shover seconded a motion to hire Warner Onsite Filtration to service the tanks. The motion carried unanimously.

NASA PLUMBROOK STATION: Mr. Frederick noted that the Township previously changed the zoning district of the area east of NASA and west of Route 50 to a Professional Research and Development District (PRD-1) in the hopes of stimulating economic growth in the area. A delegation from Friends of NASA is going to Mississippi next week to visit the Stennis Space Center NASA to get their insight on how they have been able to entice development. Mr. Frederick has been asked to be part of this delegation on behalf of the Township. Mr. Frederick asked if the Township would consider refunding him half the cost of the trip. Mr. Nickoli stated that as he is giving up his time in the Township's interest it would be appropriate to cover the cost and moved to reimburse Mr. Frederick for the cost of his flight and hotel expenses. Mr. Frederick stated he would cover the cost of his meals. Mr. Shover seconded the motion. The motion passed.

FINANCIAL

Mr. Rospert reported that the Township received \$75,000 from the State Capital Improvement grant for the elevator project. In order to be eligible for the grant, the Township entered into a Joint Use agreement with BGSU, who acted as a State agency partner on the grant application. This agreement allows BGSU use of the facility, which they may or may not choose to do in the future.

Mr. Nickoli brought up the sink hole near a utility pole on Riley Road. It was decided that Ohio Edison and Columbia Gas should be asked to look into the situation, as it is their infrastructure and perhaps their actions that have caused the sink hold.

It was noted that the required Public Records Keeping training will be offered at the Township Association Conference in Columbus again. At least one elected official is required to take this training. No one volunteered.

As there was nothing more brought before the Board, Mr. Frederick declared the meeting adjourned at 9:42 p.m.

Mr. Daniel Frederick, Chairman

Mr. Zachary Rospert, Fiscal Officer