

SPECIAL MEETING MINUTES

July 22, 2019 Special Meeting: Work Session to discuss Road Department work procedures.

Present: Trustees Dan Frederick, Mike Shover, and Jerry Nickoli.

Chairman Frederick called the special meeting work session to order at 8 am for the purpose of reviewing and updating various Milan Township Road Department work procedures. Due to a lack of quorum of trustees, the work session was continued until 9 am on Tuesday, July 23. No decisions were made.

At 9 am on July 23, the work session was called back to order with Trustees Frederick, Shover, and Nickoli present. Trustees then reviewed various Road Department work procedures. Specifically, the Trustees discussed the benefits of compiling an overall schedule of work to be completed annually by the Road Department. The Trustees also discussed the benefits of implementing a more thorough time sheet reporting form which will identify actual time spent by the Road Department on various Milan Township routine tasks and special projects. Finally, the Trustees discussed the benefits of establishing an individual task reporting system to identify, prioritize, and follow-up on one-time projects requested by Trustees (and township residents). The Trustees decided to seek input from our Road Department personnel before implementing these improved procedures. At 10:45 am, the work session was continued until 9 am on Friday, July 26 in order to gain insight from our Road Department personnel. No decisions were made.

At 9 am on July 26, the work session was called back to order with Trustees Frederick, Shover, and Nickoli present along with road crewmen Dave Fox and Matt Hudson. Trustees then introduced these proposed improvements to our Road Department work procedures. After a lengthy discussion with Fox and Hudson to explain the intended benefits of these changes, all agreed that these procedural improvements would allow us to better serve Milan Township residents. A motion was made by Shover and seconded by Nickoli to implement these new procedures as soon as possible. Motion passed unanimously.

At this time, the road crew left and zoning inspector Colleen Arthur joined the meeting. Arthur introduced a current private property line dispute involving several Milan Township residents along Shaw Mill Road. Arthur stated that to date, Milan Township's involvement has been limited to our BZA granting an unrelated conditional use permit in the area. The Trustees then reviewed a confidential-attorney client privileged email from Erie County Assistant Prosecutor Gery Gross further explaining this matter and requesting Milan Township feedback. It was decided by the Trustees that responsibility and resolution of this private property line matter is not a Milan Township issue. Trustee chairman Frederick was directed to provide this written response to Gross on behalf of Milan Township.

At 11 am, this special meeting work session originally called on July 22 was adjourned.

Mr. Daniel Frederick, Chairman

Mr. Zachary Rospert, Fiscal Officer

