

The Milan Township Board of Trustees met for a regularly scheduled meeting on Wednesday, October 21, 2020 at 7:00 p.m. in the Trustees' Room of the Milan Township Hall. Trustee Chair, Mr. Nickoli called the meeting to order, all rising to recite the Pledge of Allegiance.

Roll Call by F.O. Rospert: Mr. Shover-present, Mr. Frederick-present, and Mr. Nickoli-present.

Others Present: F.O. Zachary Rospert, Maintenance Supervisor Matt Hudson, Admin. Shelley Knallay, Fire Chief Brian Rospert, and Zoning Inspector Pat Landoll were present.

Expenses: Mr. Frederick motioned to approve Electronic Payments 207-211 and Warrants 20164-20187 in the amount of \$72,808.39 with the exception of #20178 to Erie County Engineer for \$26,390.65 as more information is requested by the Trustees. Mr. Shover seconded. Motion carried unanimously.

Minutes: Mr. Frederick motioned to approve minutes from Special Meeting held Oct 12th along with regular Trustee Meeting October 7th, 2020 minutes. Mr. Shover seconded. Motion carried unanimously.

GENERAL ISSUES

Donation: Mr. Frederick shared a bi-centennial plate which was donated by Milan Township residents Robert and Linda Wheeler to be displayed in the cabinet of the Trustees Room.

FIRE REPORT

Expenses: Chief Rospert informed all that the first 10 MSA will be in next week and he'll be ordering the final 10 bottles approved at the September 21, 2020 Trustees Meeting. Chief also noted he ordered 5 sets of turnout gear through Globe manufacturing.

Upcoming Events: Chief Rospert shared that MTFD will be conducting a sendoff through town for Edison Charger Jayla Medina who is going to girls State tennis tournament.

MAINTENANCE

GovDeals: Mr. Hudson discussed sell prices for items to put on GovDeals, including chair lift, crack sealing machine, old tractor plow, and old tables & chairs from Town Hall. All items were approved for listing by Trustees except the tables and chairs which will be listed after new tables and chairs arrive.

Completed & Upcoming Tasks: Mr. Hudson noted the completion of last brush pick up, replacement of stolen signs in Township, and prepping plows for winter. He informed that Scott Bastein (DBA Milan Contractors) completed Town Hall bathroom project and epoxy floors were installed. Mr. Hudson plans to finish painting uptown bathrooms and put wood chips down in fence row at Edison Park.

Driveway Permit: Mr. Hudson will begin assessing changes needed to the Township driveway permit, such as form question, fees, and filing.

ZONING

Cell Tower Update: Mr. Landoll will be reaching out to Erie County and the ZBA to assess next steps in granting a requested driveway permit for a cell tower at SR113 and McIntyre Road.

OLD BUSINESS

CARES Act: All Trustees discussed the list and quotes from the Special Meeting on October 12th, 2020 regarding the use of the CARES Act funds. Mr. Frederick motioned approval of the following Resolution regarding COVID-related expenses within the CARES Act granted to Milan Township. Mr. Shover seconded. Motion carried unanimously.

MILAN TOWNSHIP RESOLUTION #2020-19 ALLOCATING CARES ACT FUNDS FOR PROJECTS NECESSARY DUE TO THE CURRENT PUBLIC HEALTH EMERGENCY

WHEREAS, the Coronavirus Aid, Relief, and Economic Security Act, 116 Public Law 136 (the CARES Act) was signed into law by the President of the United States on March 27, 2020; and

WHEREAS, funds may be used for projects to cover expenses that:

- (1) Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
- (2) Were not accounted for in the Township's budget as of March 27, 2020; and
- (3) Were incurred between March 1, 2020 and December 30, 2020.

WHEREAS, the Ohio General Assembly established a process for distributing funds provided by the Cares Act in House Bill 481 and Senate Bill 357 of the 133rd General Assembly, and

WHEREAS, Milan Township received total CARES Act funding of \$145,142.86 and

WHEREAS, after seeking input from township road personnel, administrative staff, fire chief, and township residents, and participating in numerous webinars and educational programs hosted by the Ohio Township Association, Erie County Township Association, Erie County Auditor, and other informative sources, the Milan Township Board of Trustees have prioritized various projects which the trustees believe will most improve our ability to deliver necessary government services while better protecting township employees and residents, and

WHEREAS, this list of proposed Milan Township projects was reviewed by Peter Schade, Director of Erie County General Health District who stated the following: "I am in receipt of your correspondence related to the Milan Township proposals for CARES Act expenditures. The items deemed approved by the Trustees do address many of the concerns related to the SARS-CoV-2, or covid-19 pandemic. As Health Commissioner, I can attest to the use of the listed equipment, that will certainly address the surging community spread incidence, as well as the prevalence indicators for the disease. The planned purchases will assist the Township in keeping the staff and the general public safer, and will certainly meet the intent of the CARES funding. These purchases, including installation, are vital. By this initiative, Milan Township is taking the necessary steps, coupled with the current recommendations, to protect our community and promote safety. Thank you for your consideration and the Erie County Board of Health fully supports your initiative."

NOW THEREFORE BE IT RESOLVED THAT, the Board of Trustees of Milan Township hereby allocates a portion of our CARES Act funds for the following projects:

Install hands-free plumbing fixtures at Edison Park restrooms (\$2,050), Install hands-free plumbing fixtures at Public Square restrooms (\$2,050), Install hands-free plumbing fixtures at Town Hall restrooms (\$4,550 + 750), Professionally clean Town Hall (\$810), New banquet tables and chairs for Town Hall (\$9,000), Install microphone and speaker system in Ballroom (\$5,965 Fisher), New power washer to clean picnic shelters and playground (\$1,020), Cleaning supplies (\$500) Install technology at Trustee Meeting Room (\$800), Install internet hot spots in MTVFD #1, Town Hall, and Old Police Station (\$1,398), Install new washable finishes at floor and walls at Edison Park restrooms (\$1,875), Install new

washable finishes at floor and walls at Public Square restrooms (\$1,875), Install portable hand sanitizer stations at Town Hall (\$500), Install forced-air HVAC system at Community Room with proper filters (\$15,800), Install forced-air HVAC system at Old Police Station with proper filters (\$8,250), Upgrade HVAC upgrade at Office with proper filters and A/C (\$4,850), Install new forced-air HVAC system at MTVFD #1 with proper filters (\$41,850), Install new drink fountains with bottle refill at Edison Park (\$1799 plus labor), Install upgraded filters in Milan Town Hall ballroom (\$2,960), Install air rotation fan system in ballroom at Milan Town Hall (\$1,740), Install drop box at Office for public use in conducting township business(\$35), Install hands-free card reader entry system at Milan Town Hall (\$4295), Old Police Station (\$2880), Install hands-free hand dryers at 4 public restrooms (\$4000), Payment of Road Department wages when working on covid tasks (restroom cleaning, etc), Replacement of ballroom exit door, glass door with panic hardware (\$3,800), Replacement of Town Hall rear door, glass door with panic hardware and card reader (\$5,000), Replacement of Old Police door to East, glass door with card reader (\$5,400), Replace SCBA (10 tanks) proposed by Fire Chief (\$12,250), Purchase 3 laptops to promote remote work for zoning, fire chief, trustees (\$2,000) resulting in a total of \$150,052 in total CARES Act funds allocated to date and

FURTHERMORE, the numbers listed above shall be considered estimates subject to review of final details with selected contractors and suppliers, and consideration of any additional competitive bids submitted by others, and

FURTHERMORE, the individual projects listed above shall be considered separate as the each of the proposed projects are generally unrelated to one another. Although the estimated cost of each independent project is less than the \$50,000 threshold for competitive bidding, the Board has attempted to obtain competitive cost estimates from multiple contractors and suppliers whenever possible, and

FURTHERMORE, the Milan Township Fiscal Officer shall take necessary action to:

- (1) Provide any information related to any CARES Act payments received and proper reporting of expenditures to the Director of the Ohio Office of Budget and Management as requested.

Trustee Shover seconded the motion to adopt the Resolution. Upon roll call, the vote was as follows: Nickoli -Yes, Frederick -Yes, Shover –Yes

Resolution #2020-19 was adopted by a unanimous vote on October 21, 2020 and effective immediately.

Guardrail Project: Mr. Shover informed all that although the Oho Public Works Grant was declined for the Seminary guardrail replacement, the final vote will occur on November 10th, 2020. Milan Township project is next on the list if any higher ranked projects are not completed or come in less expensive.

Bridge Project: All Trustees discussed next steps to complete the new bike path bridge at Berlin Street.

Town Hall Rentals: All Trustees discussed parameters around the Town Hall rentals as many in the town have made requests for smaller group rentals while the last motion per August 5, 2020 Trustees Meetings agreed to forego all rentals for the remainder of 2020. With various exceptions approved by the Erie County Health Department approved, Mr. Shover noted his concern with inconsistencies around Town Hall rentals. After much discussion, Mr. Nickoli motioned allowing Town Hall rentals to be allowed for gatherings of 10 people or less in the Town Hall, reflecting recommendation from Erie County Health Department. Mr. Frederick seconded. Motion carried unanimously. This motion allowed the request of a newly formed group called Seniors for Milan to gather for coffee in the Town Hall at various points throughout the week, not exceeding 10 people at any given time. This group had requested use of the Community Room in order to practice proper social distancing as they gathered.

NEW BUSINESS

No New Business at this time

FINANCIAL

Supplemental Appropriations: Mr. Shover moved to approve a supplemental appropriation in the amount of \$91,350.61 for Round 3 of the CARES Act Funding. The new monies will be allocated to the following line item:

- 2272-110-360-0000 – Contracted Services - \$91,350.61

Mr. Frederick seconded. Motion carried unanimously.

Then-and-Now: Mr. Frederick motioned F.O. Rospert's Then-and-Now Certificate to R.J. Beck for \$16,000. Mr. Shover seconded. Motion carried unanimously.

With no further business, Mr. Nickoli declared the meeting adjourned at 8:55p.

Gerald Nickoli, Chairman

Zachary Rospert, Fiscal Officer