

**VILLAGE OF BURBANK
REGULAR MEETING, FEBRUARY 10, 2022**

Mayor David Wilkinson, called the meeting to order at 7:08 PM.

A roll call was taken with the following officials present: Chris Norton, Terry Moore, Thomas Lenhoff (arrived at 7:13 PM), Marti McCord; also, in attendance: Allan Michelson - Solicitor, Gary Harris - Fiscal Officer and visitors Cathy Kopp, Ingram McCord and Officers Bret Haven and Joe Stephey.

Mayor Wilkinson welcomed our guests.

Mayor Wilkinson stated that our visitor, Ingram McCord, is willing to be appointed to Council to fill Dennis Rigerman's seat on Council - Allan asked Ingram the qualification requirements to be on Council and Ingram responded in the affirmative.

Chris made a motion to appoint Ingram McCord to Council to fill Dennis Rigerman's open Council seat, seconded by Terry. Vote: 4 ayes, 0 nays

Allan swore in Ingram McCord to Village Council.

Chris made a motion to excuse Danuel Priebe and Ben Berger, seconded by Marti. Vote: 5 ayes, 0 nays

Minutes - January 6, 2022 Organizational & Regular Meeting Minutes

Terry made a motion to waive the readings and to approve as submitted the January Organizational & Regular Meeting Minutes, seconded by Marti. Vote: 5 ayes, 0 nays

Council Reports:

Safety

Marti and Ingram reporting:

- reported that Creston issued 16 citations in January and delivered the check for fines to the Fiscal Officer
- confirmed that Creston Police worked 47.75 hours in January out of the 50 requested hours
- Allan did the first reading of Ordinance 2022-01, "an Ordinance renumbering the sections of Part 3, Traffic Code, and Part 5 General Offenses Code, of the Codified Ordinances of Burbank, and declaring the same an emergency"

- **Chris made a motion to waive the 2nd and 3rd readings of Ordinance 2022-01, seconded by Marti. Vote: 5 ayes, 0 nays**
- **Marti made a motion to adopt Ordinance 2022-01 as an emergency, seconded by Chris. Vote: 5 ayes, 0 nays**

Finance

Thomas & Terry reporting:

- read the February Paid Bills and the Automatic Deductions amounting to \$10,513.84 and asked if there were any questions or any details needing to be presented – none were offered; **Terry made the motion to accept these payments, seconded by Marti. Vote - 5 ayes, 0 nays.**

Gary reporting:

- reported that thus far, for the 2021/2022 Winter Season we have spent \$19,980 to plow and salt our streets, a 220% increase from the historical costs, for the 2020/2021 Winter Season we spent \$19,200 representing a 210% increase which decreases monies available for street repairs and maintenance. For the rest of 2022 we have \$21,000 in Appropriated monies and just under \$57,000 in invested street monies. The invested street monies need to remain untouched in the event of an emergency. With total revenues forecasted at \$17,200 for the entire year, we cannot sustain these high snow plowing costs for the 2022/2023 Winter Season and beyond – he requested **a motion authorizing him to research sources of additional revenue, through taxes and levies, and present his findings to Council at the March or April meeting for their consideration, Chris stated so moved, seconded by Marti. Vote: 5 ayes, 0 nays** - Allan stated that if we do a Village Income Tax we will need to set-up a Collection Bureau and that West Salem did so with RITA – Allan provided the phone number for the contact in West Salem who set this up
- also reported that If snow removal remains at these historic highs and with no actions to increase revenues, we will not have enough yearly revenues to afford snow removal in 2023 and zero monies for any street maintenance or infrastructure upgrades – he also distributed to Council the remaining list of infrastructure projects for the Village that need to be completed and he also stated that the 2.5 million in estimated costs are based on estimates that are over 5 years old, thus, actual costs would be higher than the 2.5 million dollars listed
- reported that Final Appropriations are needed before the March 3rd meeting and he distributed the Appropriations for 2022 thus far - If anyone knows of a project they want to do this year where they feel more monies are needed, let him know ASAP so he can analyze if we can afford it - confirmed that he needs Council input no later than February 28th, by the end of business otherwise the Temporary Appropriations become the Permanent Appropriations – he offered anyone who wants to meet one-on-one or as a group to review Appropriations to just let him know as we can meet in person, via a Zoom Meeting or over the phone – any questions or comments – none were offered

Parks

Marti & Terry reporting:

- ❖ discussed the Insurance Inspection results and confirmed that they are considering removing and replacing the slide, permanently removing one of the two merry-go-rounds and repairing the second unit and are in the process of receiving bids to resurface the basketball court – asked about Grants for the Park and Gary indicated he will research ODNR Grant Application submittal timelines – Cathy indicated that Game Time also offers grants – Gary stated that the \$1,000 PEP Safety Grant can be used towards these safety upgrades in the Park
- ❖ reported that consideration is now under review to build a ballfield at the Old School Park and reported that the estimated cost would be \$32,000.00 and they are looking at possible sources for donations in addition to some financial support from Village funds
- ❖ Chris discussed removing the existing fencing, bleachers, dug-outs from the main Park behind Village Hall to open it up for car shows and other activities – Marti suggested charging a fee to be retained by the Village for such events to help maintain the Park – Gary reminded Council that the water source in the Park, which has been shut-down for years, should be reviewed to see what it would take to make potable water available once again in the Park and he also reminded Council that road trailings from Front Street improvements were dumped and spread on the west side of the parking lot to form a base for possible paving to increase parking facilities

Water & Sewer

Thomas & Ingram had nothing to report.

- o Chris reported that an ODOT snowplow damaged a man-hole cover on Front Street which has already been replaced

Streets

Chris and Danual had nothing to report.

- Chris stated that if the Stop sign at Reed Court has not been repositioned, he will take care of it
- Terry asked if we can withhold payment from the snowplow contractor due to the issues discussed – Gary reported this is not possible as he was pre-paid for his services

Zoning

Chris and Danual had nothing to report.

- o Allan confirmed that he has no update for 141 Water Street
- o Allan reported that the FEMA Grant for 133 Water Street requires the Village to appoint an Agent as the point-of-contact – he also read the restrictions that will apply to this property once the Grant is in place which includes the possible “no-

- sale" of any of the property - Allan is investigating this as there were some adjacent residents who possibly wanted to purchase some of this property
- o **Marti made a motion to appoint Gary as the FEMA Agent for the Village, seconded by Terry. Vote: 5 ayes, 0 nays**
 - o **Chris made a motion to proceed to approve the FEMA State Grant Agreement, seconded by Marti. Vote: 5 ayes, 0 nays**
 - o a discussion on Zoning Violations at 111 and 124 W. Middle Street and on 215 E. Middle Street took place on how to proceed - Council asked Allan to get with Ben to continue the process and forward the necessary documentation to the Wayne County Prosecutor for action on these properties
 - o Allan confirmed recently sending the "release" document to Linda Gray allowing Village access to the area around the culvert on E. Middle Street and once signed by Linda will allow Gary to proceed to obtain bids for the work associated with this culvert erosion issue
 - o Allan confirmed that he has the Lien document for signature by Gary that he will then forward to the appropriate authorities for the 121 Front Street property to Lien once signed

New Business:

Gary reporting:

- ✓ confirmed the next Council meeting will be Thursday, March 3rd at 7:00 PM
- ✓ confirmed that he will deposit the \$241.00 that he received tonight for January Traffic Fines
- ✓ reported that at the April Meeting he will be distributing the 2023 Budget Worksheets and that he will need Council's input no later than May 31st which will then proceed to the Public Hearing on the budget in June and submission of the budget to the Wayne County Auditor in early July

Old Business:

- ✚ Allan stated that he did receive a bid from Kimble's Trash Hauling, for a one-year extension, at a cost of \$16.36/month (up from last year's \$15.29) and a rate of \$15.23 for seniors 62 years old and up - Mayor Wilkinson asked Allan to pursue a multi-year contract on the next go around with Kimble's and we may also pursue other bidders
- ✚ **Marti made a motion to approve a one-year extension of the trash hauling contract with Kimble's, seconded by Terry. Vote: 5 ayes, 0 nays**

Public Comment:

Nothing offered

There being no further business to come before Council, Chris made a motion to adjourn at 8:49 PM, seconded by Marti. Vote; 5 ayes, 0 nays

X

Mayor, David Wilkinson

X

Fiscal Officer, Gary Harris