

**VILLAGE OF BURBANK
REGULAR MEETING, APRIL 5, 2018**

Mayor Carolyn Dibler called the meeting to order at 7:17 PM.

A roll call was taken with the following officials present: Chris Norton, Dennis Rigerman, Lori Menk and Jeff McCaffrey. Also in attendance: Allan Michelson - Solicitor; Gary Harris - Fiscal Officer, Ben Berger - Zoning Inspector, Chuck Dudley with the Wayne County Veteran Service Office, Bob Morehead with The Post, residents Ken Dibler and Cathy Kopp.

The Mayor asked everyone to stand and Pledge Allegiance to the Flag.

Chris made a motion to excuse Tracy Lenhoff, seconded by Dennis. 4 ayes, 0 nays

Minutes - March 15, 2018 Regular Meeting

Dennis made a motion to waive the reading of the Minutes and to approve the corrected Minutes as submitted, seconded by Chris. 4 ayes, 0 nays

Chuck Dudley addressed Council to discuss the services offered to all veterans and confirming to all present that they are here as an outreach to all veterans in Wayne County and that he is here to serve the veterans. Services offered include transporting veterans to VA hospitals, picking them up at their homes and delivering them back to their homes for VA hospital visits. He also asked if Burbank would be willing to hang "banners" on light poles in the village and they can also be hung on a business, residence, etc. Ideas were also discussed to consider hanging a banner on the east wall of Village Hall, on the bridge on W. Middle Street and on the one pole owned by the Village that supports the traffic light. Mr. Dudley confirmed that banners start as large as 36" x 64" and other smaller sizes are also available. Lori volunteered to contact LMRE to see if they would give permission to hang banners on the LMRE poles and report back to Council on her findings

Committee Reports:

Finance, Parks, Safety, Streets, Water/Sewer & Zoning - nothing to report

Council Reports:

Safety

Lori had nothing to report.

- Sargent Hamilton reported that he did not have the March Police Report but he did distribute the April patrol schedule for Burbank; Lori asked about late

evening/early morning patrols for the village and Sargent Hamilton stated that he would look into this but they are “shorthanded” now on personnel; Dennis reported loud vehicles and speeders on Diagonal and E. Middle Streets and the Sargent confirmed that he would look into this as well

- Allan confirmed that Creston is looking to increase patrol costs by \$5.00 per hour, offer a 2 year contract and asked that the Village modify the contract language eliminating the 20 hour per week maximum listed in the existing contract; the Mayor along with the Safety Chairs will look into the requests made and contact Mayor Armentrout in an attempt to reach agreement on charges for patrol hours for the new contract and to report to Council at May’s meeting on the negotiated rate and any other factor for voting and to let Allan know so he can include this language in the contract that he will bring for signature, if approved; Allan confirmed that other villages in the area are paying \$30-40 per hour for these services
- Chris reported that he contacted the Wayne County Emergency Management agency on the possibility of installing a Tornado Warning Siren in the village due to our distance from the nearest such warning device; he reported that the most recent installation of such a siren cost \$25,400 and that no grant monies are currently available; Council suggested locating the siren in the Old School Park if grant monies can be located

Finance

Gary reporting:

- He read the Paid Bills and the Automatic Deductions amounting to \$17,203.01 and asked if anyone wanted to review the specific line items for these payments - no requests were made. **Jeff made the motion to accept these payments, seconded by Chris. 4 ayes, 0 nays.**
- He updated Council on the Block Grant, funding sidewalks on W. Middle and Depot Streets, with the Wayne County Planning Department (WCPD) confirming that the engineering bids have been received by WCPD and that he is scheduled to meet with them on April 11th so each can independently score the 5 bids received; Burbank’s score along with that of Lisa Johnson of the WCPD and Kristy Burkholder with the Commissioner’s Office will be combined and the highest score wins the engineering contract
- He confirmed that he plans on attending the May 10th Small Government Grant award meeting covering the application to remove and replace storm sewers on Henrietta and Hower Streets along with repaving both streets, representing the Village, unless Council prefers to not incur travel costs for this meeting where the Village does not appear to be high enough in scoring to win a grant; he reported that, in his opinion, making a presence at such a meeting does make a difference but he cannot guarantee that his attendance will win the village a grant
- **Dennis made a motion authorizing Gary to attend the meeting and pay all related travel expenses, seconded by Chris. 4 ayes, 0 nays**
- He asked Allan if there were any updates on delinquent property taxes - Allan reported that 231 E. Middle Street has paid \$11,000 in back taxes and

is negotiating the balance of payments – if no agreement can be reached the county can refile for foreclosure; 12 Front Street property owners reached agreement and they made a \$2000+ payment with another \$6,000 yet to be paid and 118 W. Middle Street has not yet had the tax sale date specified by the County

- He asked Allan if there were any updates on the 121 S. Street property; Allan confirmed that he has not received any call backs on the property; Ben will contact his cousin to obtain a price for demolishing the house on the property; Allan confirmed that no grant monies exist from Moving Ohio Forward as all funds have been exhausted; even if the Village donates the property then the Village will be responsible to pay the \$6,000 in back taxes

Parks

Dennis and Jeff had nothing to report.

- ✚ Gary reported that he has located a grant from the Department of Natural Resources for use in our Park that requires a 25% match from the Village and that the amount available for all of Wayne County is \$79,157; Council suggested we consider repairing park facilities, reinstate electrical and water service in the park, repave the driveway leading into the park and consider paving or re-stoning the parking lot; Gary confirmed a June 1, 2018 deadline for filing this application
- ✚ **Jeff made a motion authorizing Gary to proceed to file an application for this grant, seconded by Lori. 4 ayes, 0 nays**

Water & Sewer

Dennis had nothing to report.

Streets

Chris & Lori reporting:

- o Reported that new bolts have been received to remount the Stop signs and stated that this work will get done
- o Lori reported that she did file the PEP Grant Application for new street signs
- o Chris stated that he will take photos of the pot holes and prioritize repairs in order that these can be repaired as soon as the weather improves
- o Jeff reported that a “no engine brake” sign is missing southbound on SR 83 and Chris stated that he will look into this matter
- o Lori reported what appears to be excessive water discharging on the s/w corner of Depot Street whenever it rains

Zoning

Chris and Jeff reporting:

- ❖ Chris read his research findings and language recommendation related to poultry and livestock within the Village limits; Allan responded that this was very good work and it would require a 30-day notice in the newspaper for a public hearing
- ❖ Ben suggested that the Zoning Book be modified to eliminate the need for a permit for any temporary pool; Chris and Ben are to get together and present a recommendation at May's Meeting regarding this matter and any fencing requirements along with property line issues relating to livestock such as mules

New Business:

Gary Harris reporting:

- ✓ Confirmed the next Council meeting will be Thursday, May 3, 2018
- ✓ Confirmed depositing \$333.00 for February Traffic Fines
- ✓ Confirmed that he plans to reinvest the CD for streets, highway and permissive funds based on the current interest rate of 0.6% unless Council objects - no objections were voiced
- ✓ Confirmed that legislation needs to be passed at the May meeting and that we need all five council members present
- ✓ He distributed the 2019 proposed budget to Council listing the estimated revenues and expenditures for the year; he confirmed generating only one set of copies for each department as part of a paper reduction effort; he reminded Council that final adjustments to this budget are due to him no later than May 2nd so he can be ready on May 3rd to report any changes to Council; if no changes are made by Council or Gary, this preliminary budget will be submitted to the Wayne County Auditor as is - any questions or comments - none were offered
- ✓ He reminded Parks of the need to schedule the port-a-jon delivery to the park and to also specify a removal date
- ✓ Jeff reported that "bat the ball" playground equipment at the old school needs to be removed; he was reminded to get all volunteers to sign a release before any work begins
- ✓ Resident Ken Dibler suggested that the Village plan a celebration for the 150th anniversary of the founding of Burbank next year

Old Business:

Gary Harris had nothing to report:

Public Participation:

Nothing offered

There being no further business to come before Council, Lori made a motion to adjourn at 8:28 PM, seconded by Chris. Unanimous.

X

Mayor, Carolyn Dibler

X

Fiscal Officer, Gary Harris