

**VILLAGE OF BURBANK
REGULAR MEETING, JULY 11, 2019**

Interim Council President, Carolyn Dibler, called the meeting to order at 7:06 PM.

A roll call was taken with the following officials present: Dennis Rigerman, Ken Dibler and David Wilkinson. Also in attendance: Allan Michelson – Solicitor, Gary Harris – Fiscal Officer, residents Cathy Kopp, Lori Menk, Deb Urban, Mary Yost, Paul Kenny and visitors Terry Moore, Dave VanNewkirk and Bob Morehead with The Post newspaper.

Carolyn asked everyone to stand and Pledge Allegiance to the Flag.

Carolyn made a motion to excuse Tracy Lenhoff, Chris Norton and Ben Berger seconded by Ken. 4 ayes, 0 nays

Minutes – June 6, 2019 Regular Meeting

Carolyn made a motion to waive the reading of the submitted June Minutes and to approve the Minutes as submitted, seconded by David. 4 ayes, 0 nays

Committee Reports:

Finance, Parks, Safety, Streets, Water/Sewer and Zoning – nothing to report

Council Reports:

Safety

Carolyn reporting:

- asked Gary if he received the monthly report from Chief Meshew and he confirmed that he had not; Carolyn stated that she will contact the Chief on this matter

Finance

Ken reporting:

- read the Paid Bills and the Automatic Deductions amounting to \$10,793.76 – offered the detailed list to anyone wanting to know the specific payments – no requests were made; **Ken made the motion to accept these payments, seconded by Dennis. 4 ayes, 0 nays.**

Gary reporting:

- **Small Government** – the Grant Agreement for Small Government/OPWC (for the Henrietta and Hower Streets Storm Sewer and Pavement Improvements) confirmed that the revised date to start has moved out to July 24-26 for mobilization with work commencing on July 29 as of June 23rd; this schedule was reconfirmed as still good on July 3rd with another update due each week– he asked if there were any questions or comments – none were offered
- **Nature Works Grant** – confirmed that today he did send an e-mail asking when we will next hear from ODNR on the status of our application for Park improvements and the response was that we will hear this Fall about this Grant Application- specific date is not yet known – he asked if there were any questions or comments – none were offered
- **OPWC Grant Application (Front Street Storm Sewers & Repaving)** – confirmed that he is in the early stages of working on the 2019 OPWC Grant Application for this project – if all goes well he hopes to have the application ready for Council approval at the August Meeting otherwise, definitely at the September meeting; due date is Sept. 8th – he asked if there were any questions or comments – Council asked if the September meeting is before the deadline date; Gary confirmed that the September Meeting date is the 5th, making it tight but doable
- **2019 CDBG Grant Application** – this is the approved Grant for replacing the sidewalks on Mill Street – confirmed that the grant application, from Wayne County Planning Department, is due at the State on June 14th; the Commissioner’s won’t receive a grant agreement until sometime in September of 2019. once they receive the grant agreement the County will begin the Environmental Review process and then the bid process to hire an engineering firm to design the project; in the meantime before receiving the grant agreement the State could possibly need more information about any one of the projects that have been submitted – he asked if there were any questions or comments – nothing was offered
- **PEP Grant** – he confirmed that the Village did receive the \$1000 check for this Grant that was awarded to us; the intent is to use this for the Park security system and monies have been deposited into the Village checking account; he asked if there were any questions or comments – nothing was offered

Parks

Dennis and David reporting:

- ✚ confirmed that all insurance documents have been provided by John Walter for installing the security system in the Park; Allan confirmed that the text copy of the vehicle insurance was satisfactory and approved; David requested additional funding for this project in the amount of \$1,600 to add the rewiring and 13 light reinstallation

with LED bulbs bringing the total for this project up to \$3,925; Gary reviewed the finances and confirmed that monies can be appropriated for this revised value

- ✚ **David made a motion to increase the appropriated monies for the security system to \$3,925, seconded by Ken. 4 ayes, 0 nays**
- ✚ **David made a motion to approve spending \$249.99 for mosquito spraying at the appropriate time just before the 150 Anniversary Celebration in the Park, seconded by Carolyn. 4 ayes, 0 nays**
- ✚ Cathy Kopp reported that the flag at the Old School Park has been replaced

Water & Sewer

Dennis and Ken had nothing to report.

Streets

Nothing to Report.

Zoning

David had nothing to report.

- ❖ Allan reported speaking with Joe Villigas with the Wayne County Emergency Management Agency (WCEMA) about funding assistance to remove any blockage from the Killbuck Creek and confirmed that a Grant can be applied for requesting such assistance; Allan said that he saw one bid from DC Landscape to do this work at a price of \$9,400 and he will confirm if this is still a good price and he will then proceed to file for the Grant
- ❖ Mary Yost, representing her parents which is the house being undermined by the drainage through the culvert on Water Street, stated that when the bridge collapsed 10 or so years ago, her parents had to install a retaining wall due to the discharge from the culvert flowing towards this residence and they feel that the culvert was insufficient; Allan reported that to secure a Grant to purchase the property for destruction would have required past filing of insurance claims due to property damage – Mary Yost confirmed that no such claims had been filed; Allan offered to also speak with the WCEMA about any possible assistance on this matter as well; Gary offered to contact Engineering Associates to see if they have any history on this bridge/culvert matter on Water Street and to visit the site with their engineers to see if a temporary solution can be offered

New Business:

Gary Harris reporting:

- ✓ confirmed the next Council meeting will be Thursday, August 1st at 7:00 PM
- ✓ confirmed depositing \$715 for May Traffic Fines
- ✓ requested the authorization to consolidate the Village CD investments from the current six down to three as this will streamline reporting and offer the Village higher interest rates as well; the increases will vary from 1% to as high as 1.3% over current interest rates and he will do this only if the bank will waive any penalty fees associated with closing existing CD's prior to their maturity dates
- ✓ **Carolyn made a motion to authorize the Fiscal Officer to consolidate the Village CD's, seconded by Dennis. 4 ayes, 0 nays**
- ✓ confirmed recently to have spoken with LMRE about LED street lighting based on the increased vandalism in the Park and in support of the new Park Security System soon to be installed; he confirmed that LMRE would like to install LED street lights on E. Middle Street in order that the Village can determine if they want to do the entire Village and Park with new LED lights at a cost adder of \$1.00 per fixture per month with no other charges to the Village; if the Village elects to proceed with LED's, it will take several months to complete the transition; Council informed Gary to proceed authorizing the installation of LED's on E. Middle Street

Old Business:

Gary Harris reporting:

- asked if there was any update to the 150th Celebration; Allan confirmed that he needs Carolyn to sign the Permit Application, due next week, allowing alcohol to be sold at this event; a vote was requested by Allan with 2 members wanting to allow alcohol to be sold and 2 members not wanting this option; based on the vote, Allan stated that this option did not pass and thus no alcohol can be sold; Allan reported that Creston cannot use the regular patrol's for this event and that the Village would need to hire an officer with a patrol car at \$40 per hour, and/or an officer without a patrol car at \$30 per hour; Cathy stated that the Sheriff department can offer this service at \$30.00 per hour, car status/cost unknown; Lori Menk offered to contact the owners of the old plant site on Depot Street to see if this area can be used for parking for this event; Cathy requested volunteers to be at Village Hall to monitor the site as it will be open to the public during the celebration, she also asked if it is OK to park at the Old School Park and requested a power washing of the pavilions, trimming of the bushes along the bridge and to increase the

appropriated monies for this event by another \$550.50 as collected during the Rib Cook-Off at Miller's Grocery and confirmed a second cook-off for August 3rd

- **Carolyn made a motion increasing the 150th Celebration funds by \$550.50, seconded by Ken. 4 ayes, 0 nays**

Public Participation:

- Resident Paul Kenny requested more police patrols on W. Middle Street due to the speeds that some vehicles are getting up to which is well above the posted 25 mph; Carolyn confirmed that she will speak with Chief Meshew about this

There being no further business to come before Council, Carolyn made a motion to adjourn at 8:30 PM, seconded by David. Unanimous.

X

Interim Council President, Carolyn Dibler

X

Fiscal Officer, Gary Harris