

**VILLAGE OF BURBANK
REGULAR MEETING, DECEMBER 3, 2020**

NOTE – DUE TO COVID-19, THIS MEETING WAS HELD VIA ZOOM MEETINGS

Mayor Carolyn Dibler, called the meeting to order at 8:08 PM.

A roll call was taken with the following officials present: Chris Norton, Dennis Rigerman, Ken Dibler, Thomas Lenhoff, David Wilkinson; also in attendance: Allan Michelson – Solicitor, Gary Harris – Fiscal Officer and visitors Cathy Kopp and Dan Wiley Sr.

Ken announced himself and made a motion to excuse Ben Berger, seconded by Dennis who announced himself. Roll-call vote; Chris – aye, Dennis – aye, Ken – aye, Thomas – aye, David - aye.

Minutes – November 5, 2020 Regular Meeting

David announced himself and made a motion to waive the reading of the submitted November Minutes and to approve the Minutes as submitted, seconded by Chris who announced himself. Roll-call vote; Chris – aye, Dennis – aye, Ken – aye, Thomas – aye, David - aye.

Council Reports:

Safety

Ken and Thomas reporting:

- read the November Sheriff's Report; a discussion took place about the 2021 Sheriff Contract and Gary updated all on the current status – the contract documents have been signed by the Sheriff who in turn forwarded them to the Wayne County Commissioners to vote and pass a Resolution – Chief Deputy Johnson advised Gary, via email, that he will advise us on the status of the approval as soon as he obtains an update; Ken asked if the Sheriff's Report could be added to the Village webpage as it contains contact numbers for the Sheriff Department; Cathy voiced concern about not seeing them in the Village and how fast vehicles are traveling on SR 83/Front Street and she offered that perhaps due to COVID-19 the Deputies are issuing less traffic citations – Mayor Dibler voiced disappointment in hearing about this concern and did

confirm sighting a Deputy on Reed Court the other day – Cathy stated that for the monies paid she does not feel we are getting service needed on SR 83 – Dennis stated that over the last few weeks he has seen Sheriff cars in the Village and today he saw two Sheriff cars in the Village – Mayor Dibler asked that Gary invite the Sheriff Department to attend January’s meeting due to the concerns being raised and Gary said he would do so

Finance

Ken reporting:

- read the December Paid Bills and the Automatic Deductions amounting to \$22,695.93; **Ken announced himself and made the motion to accept these payments, seconded by Dennis who announced himself. Roll-call vote; Chris – aye, Dennis – aye, Ken – aye, Thomas – aye, David – aye.**
- Allan did the first reading of Ordinance 2020-10 “an Ordinance to set Temporary Appropriations for the current expenses of the Village of Burbank, State of Ohio, during the year ending December 31, 2021 and declaring the same an emergency for the public peace, health, safety and welfare
- **Chris announced himself and made a motion to waive the 2nd and 3rd readings of Ordinance 2020-10, seconded by Dennis who announced himself. Roll-call vote; Chris – aye, Dennis – aye, Ken – aye, Thomas – aye, David – aye.**
- **David announced himself and made a motion to approve Ordinance 2020-10 as an emergency, seconded by Chris who announced himself. Roll-call vote; Chris – aye, Dennis – aye, Ken – aye, Thomas – aye, David – aye.**
- Allan did the first reading of Ordinance 2020-11 “an Ordinance requesting that the Wayne County Auditor certify to the Village of Burbank the total current tax valuation of the Village and the revenue that would be generated by the renewal of the existing 5 Mill Park Levy for the Village and declaring the same an emergency
- **Dennis announced himself and made a motion to waive the 2nd and 3rd readings of Ordinance 2020-11, seconded by Chris who announced himself. Roll-call vote; Chris – aye, Dennis – aye, Ken – aye, Thomas – aye, David – aye.**
- **Dennis announced himself and made a motion to approve Ordinance 2020-11 as an emergency, seconded by Chris who announced himself. Roll-call vote; Chris – aye, Dennis – aye, Ken – aye, Thomas – aye, David – aye.**
- Allan did the first reading of Ordinance 2020-11 (Allan corrected himself and reported that this is Ordinance Number 2020-12) “an Ordinance requesting that the Wayne

County Auditor certify to the Village of Burbank the total current tax valuation of the Village and the revenue that would be generated by the renewal of the existing 5 Mill Police Levy with an increase of 2.5 Mills and declaring the same an emergency

- **Dennis announced himself and made a motion to waive the 2nd and 3rd readings of Ordinance 2020-12, seconded by Ken who announced himself. Roll-call vote; Chris - aye, Dennis - aye, Ken - aye, Thomas - aye, David - aye.**
- **David announced himself and made a motion to approve Ordinance 2020-12 as an emergency, seconded by Dennis who announced himself. Roll-call vote; Chris - aye, Dennis - aye, Ken - aye, Thomas - aye, David - aye.**
- Allan confirmed that he had checked with the Auditor's Office and that each mill of increase will generate \$4,800 of additional revenue

Gary reporting:

- **OPWC Grant Application (Front Street Storm Sewers & Repaving)** – confirmed that there was only 1 pending issue on Front Street that has since been closed and that dealt with 105 Front Street – as reported last month, he was contacted about water in the basement caused by our storm sewer work – the contractor returned to site we excavated exposing the drain line that had never been connected to the storm sewer – he provided the cost to install a new lateral, the homeowner's daughter, Roxanne, passed on this and he advised her that we consider this matter closed and there was no challenge from Roxanne – she also stated that they have elected to run the downspout above ground and she also confirmed that the drain line on the north side of the house was confirmed as being connected to the new storm sewer when they ran a camera down this line which the basement sump also pumps into; we did have to pay \$1,500 to the contractor for a non-warranty related site visit; he asked if there were any other questions or comments – none were offered
- **2019 CDBG Grant Application** – confirmed that construction and clean-up is 100% complete on the Mill Street sidewalks – confirmed that the final walk through was done on November 17th with one issue requiring additional work at one of the curb ramps near Hower and Mill Streets intersection; confirmed that he did contact LMRE and asked them to make Mill Street a priority for the LED replacement lights as requested at last month's meeting – he asked if there were any questions or comments – none were offered
- **Snow Plowing** - reported that nothing is yet in place – confirmed that Chris contacted Canaan Township and that Gary sent them a "Sample Contract" that gave the details in the event that they are interested in doing our plowing – to date, no response and no questions from the Township – Dennis reported that streets were plowed – Chris reported that while he was speaking with Canaan

Township he did ask if they could help us out since their next Trustee's meeting isn't until December 10th which is the earliest that they could vote, if they have any interest in doing so, Chris also stated that he told Canaan Township, going forward it would only be required to plow if requested by the Village and he felt that this was viewed favorably – Dennis thanked Canaan Township for their assistance – David recommended that we wait until they vote before considering any of the other bids – Mayor Dibler agreed that we should wait – Gary asked who will follow-up with the Township and Chris offered to do so and asked Gary to advise him on the 11th if he hasn't heard back from the Township regarding the "Sample" contract that he sent to them

Parks

Dennis and David reporting:

- ❖ reported that the one Juvenile to perform Community Service will be starting this weekend and the first task will be the clean-out of the Storage Shed; it was also suggested that he do the shoveling of sidewalks in the Village and Allan confirmed that David can sign for this community service work as it is completed; David confirmed that the mulch project will need to wait until next Spring and Allan confirmed that he can ask for an extension of time, beyond the current March, 2021 deadline, for his community service work to be completed by – Gary confirmed that he will see if he can pre-pay Frank Brothers for \$1,000 of mulch to be delivered next Spring and thus use the PEP Grant monies yet in 2020
- ❖ Gary asked about the status of the 4-wheeler and David confirmed that the unit is gone
- ❖ Gary asked about the mowing contract and Council decided to wait for Ben's bid before deciding on the mowing contractor
- ❖ Mayor Dibler confirmed that the memorial tree for Tracy Lenhoff has been planted near the pavilions and that the plaque has been ordered and will be installed at some point in the future

Water & Sewer

Dennis and Ken had nothing to report.

Streets

Chris and David had nothing to report.

- Mayor Dibler reported that Ben installed two Stop signs but another two are needed at the intersections of Mill and Water Streets and Henrietta and E. Middle Street

- Gary voiced his concern about Village Liability and the absolute need to get these signs reinstalled and Allan agreed as to the need to get this done as fast as possible even if we attach a Stop sign to a saw-horse – Mayor Dibler stated that she will have a discussion with the Street Chairs on this matter

Zoning

Chris and Thomas had nothing to report.

- Mayor Dibler asked about the status of 141 Water Street - Allan stated that he has not yet filed the Civil Suit and that he plans on doing so in the very near future – he stated that it will cost \$313 and Gary asked that his office send him an invoice so he can issue and mail the check to Allan
- Mayor Dibler asked about the FEMA Grant Application for 133 Water Street – Allan reported that the Final Application has a due date the first week in January, 2021 and that he will be making a few minor changes to the Final Application – he also stated that he has been told that we have a good chance of being awarded this Grant

New Business:

Gary reporting:

- ✓ confirmed the next Council meeting will be Thursday, January 7th at 8:00 PM
- ✓ confirmed depositing \$268.00 for October Traffic Fines
- ✓ confirmed that he will drop off documents at Village Hall needing signatures and asked everyone to please sign them as quickly as possible as we are nearing Year End and many of the documents needing signature need to be submitted to the County
- ✓ reminded everyone that the January Meeting is also the 2021 Organization Meeting that includes voting on Council President

Old Business:

Gary reporting:

- ❖ asked about the status of the Trash Hauling Contract – Allan reported that they will probably wait until the CPI Index is released in January before submitting the quotation to the Village

Public Comment:

Nothing offered.

There being no further business to come before Council, David announced himself and made a motion to adjourn at 8:56 PM, seconded by Chris who announced himself. Roll-call vote; Chris - aye, Dennis - aye, Ken - aye, Thomas - aye, David - aye.

X

Mayor, Carolyn Dibler

X

Fiscal Officer, Gary Harris