

**VILLAGE OF BURBANK
REGULAR MEETING, NOVEMBER 4, 2021**

Mayor David Wilkinson, called the meeting to order at 7:03 PM.

A roll call was taken with the following officials present: Chris Norton, Dennis Rigerman, Ken Dibler, Danual Priebe, Thomas Lenhoff (arrived at 7:18 PM) Marti McCord; also, in attendance: Allan Michelson – Solicitor, Ben Berger – Zoning Inspector, Gary Harris – Fiscal Officer and visitors Cathy Kopp and Terry Moore.

Mayor Wilkinson welcomed our guests.

Minutes – October 7, 2021 Regular Meeting Minutes and October 25, 2021 Special Meeting Minutes

Ken made a motion to waive the readings of the submitted October Regular and Special Meeting Minutes, seconded by Danual. Vote; 5 ayes, 0 nays

Dennis made a motion to approve as published the October Regular and Special Meeting Minutes, seconded by Marti. Vote; 5 ayes, 0 nays

Council Reports:

Safety

Chris and Ken reporting:

- read the October Sheriff's Report
- Allan did the first reading of Ordinance 2021-13, "an Ordinance approving a contract for Police Services from the Village of Creston, Wayne County, Ohio from January 1, 2022 through December 31, 2022 and declaring the same as an emergency
- **Chris made a motion to waive the 2nd and 3rd readings of Ordinance 2021-13, seconded by Ken. Vote; 5 ayes, 0 nays**
- **Chris made a motion to approve Ordinance 2021-13 as an emergency, seconded by Danual. Vote; 5 ayes, 0 nays**
- Chris asked when should a letter go out to the Wayne County Sheriff's Office advising them of the change in police coverage, Allan suggested we wait until Creston Council approves the contract near the end of November and send the letter in December
- Marti stated that Chief Meshew wants to use the same Ordinances as Creston since the proposed new contract for Police services will run through Creston's Mayor's Court – Allan stated that all crimes will need to be handled through Wayne County courts – Allan will communicate with Chief Meshew and prepare Ordinances for our next meeting if Creston approves the contract

Finance

Ken reporting:

- read the November Paid Bills and the Automatic Deductions amounting to \$18,343.05; **Ken made the motion to accept these payments, seconded by Chris. Vote - 6 ayes, 0 nays.**

Gary reporting:

- confirmed that Lampion did install an 80W LED test light so we can get an idea of just how much light will be generated using one of these units as I have the opinion that using 150W LED's will be too much light for our area - he also had Lampion quote us using one photocell to control the 5 lights in the stage area to minimize the costs by not having to replace up to 5 photocells in this area, this has resulted in a \$525 adder - scope 2 adds 3 additional lights in the Park, 1 at the Pavilion area, 1 by the ball park (but facing the parking lot) and 1 new light by the pole on the West side of the parking lot - the current cost estimate for these is \$3,425 of which \$1,000 will be coming from the PEP Grant monies - he asked if there were any questions or comments - Mayor Wilkinson stated that the test light looks good
- confirmed that Yoder Barns did complete the new roof installation on the Garage/Storage Barn behind Village Hall - he asked if there were any questions or comments - Terry stated that they did a nice job
- confirmed that we have received and deposited \$10,370.36 from the ARPA Grant and that these monies are restricted to use only on ARPA qualified projects - he asked if there were any questions or comments - none were offered
- confirmed that the work for the catch basin on W. Middle Street and the sidewalk issue at 21 Front Street has been completed, he has invoiced the owner for the sidewalk & hole portion amounting to \$425 was issued via email and regular mail on November 3rd, confirmed that he did add an additional \$75 to the contractor's order covering the seed and straw that he forgot to have the contractor quote - this amounted to a 4.4% adjustment which is within the 10% adjustment allowed as contained in the Code of Miscellaneous Ordinances - he asked if there were any questions or comments - none were offered
- confirmed that In September an issue was raised by Cathy Kopp about Trinity Church and basement flooding perhaps caused by the storm sewer work completed on Henrietta - as requested at the October Meeting, he contacted Palmer & Son Excavating, who did that OPWC project for us, and they provided us with a quote for using concrete at \$2,950 or asphalt at \$2,150.00 which will be a 1' wide by 5" deep "tray" adjacent to the east side of Henrietta running a total of 147' directing water towards catch basins #1 and #2 - he stated that with all remaining street funds now committed to snow plowing costs for the balance of this year, we can only draw from the Permissive and Street Funds to pay for these repairs, unless Council wants to draw from the General Fund - either way, this is not a good direction for the Village to pursue and will have serious negative impacts to our financial reserves if this trend is allowed to continue - he stated that for tonight we

need to amend our Appropriations for the Street and Permissive Funds to pay for the increased Snow Plowing/Salting as well as this work - he asked Allan to please read Ordinance 2021-14

- Allan did the first reading of Ordinance 2021-14, "an Ordinance approving amending Appropriations for the Permissive and Street Construction & Maintenance Funds and declaring the same as an emergency"
- **Marti made a motion to waive the 2nd and 3rd readings of Ordinance 2021-14, seconded by Danual. Vote; 6 ayes, 0 nays**
- **Chris made a motion to approve Ordinance 2021-14 as an emergency, seconded by Danual. Vote; 6 ayes, 0 nays**
- **Chris made a motion to Appropriate \$2,150 for repairs on Henrietta Street, seconded by Danual. Vote; 6 ayes, 0 nays**
- confirmed that at next month's meeting, Council will need to confirm any changes to the 2022 Temporary Appropriations for any additional spending that each Chairperson wants to consider for their Department(s) - he offered to meet with any one person or group to review Appropriations and answer any questions - he asked if there were any other questions - none were offered
- Mayor Wilkinson advised everyone that the General Fund Levies did pass on the November ballot

Parks

Dennis and Marti reporting:

- ❖ Mayor Wilkinson confirmed that he is running behind schedule on contacting the Youth Baseball organization to set a meeting to discuss ball field improvements for next year and that he will contact Justin to set a meeting and that Mark is to respond with how much of a donation may be offered
- ❖ Dennis confirmed that he requested Liberty Fluids to remove the port-a-jon by November 1st but it is still in the Park, he called again this past Tuesday and they confirmed that it will be removed this week; Chris stated that Liberty Fluid did a very nice job maintaining the unit and keeping it clean
- ❖ Chris stated how nice our Park is and that his family reunion in the Park worked out great and how those attending stated that our Park is beautiful

Water & Sewer

Dennis and Dan had nothing to report.

Streets

Chris and Marti had nothing to report.

Zoning

Dan & Thomas had nothing to report.

- o Ben reported that he and Allan are working on details as relates to 215 E. Middle Street as pertains to an unauthorized deck

- o Allan provided updates on the two projects that he is involved with - 141 Water Street, Allan is to request a court date - 133 Water Street, Allan has again been told that the FEMA Grant decision is being delayed once again
- o Allan confirmed that he is working on filing charges against 111 and 124 W. Middle Street
- o Allan reported that Linda Gray and other impacted residents are raising concerns about the "wing-walls" for the culvert running under E. Middle Street and are threatening to sue the Village - Allan reported that in 2003 Kel Corporation installed these walls - **Ken made a motion to have Gary research engineering options to correct this issue, seconded by Chris. Vote; 6 ayes, 0 nays**
- o Ken asked about Village properties and Marti suggested putting them up for sale - Allan stated that the Village can do so by issuing an Ordinance - Gary is to provide Council with the list of properties owned by the Village

New Business:

Gary reporting:

- ✓ confirmed the next Council meeting will be Thursday, December 2nd at 7:00 PM
- ✓ confirmed depositing \$13.00 for September Traffic Fines
- ✓ reminded everyone that Allan's contract expires 12/31/2021 and that we will need legislation at the December meeting for a new contract - Allan asked Council if they want to retain him at the same rates charged in 2021 - Council confirmed yes
- ✓ confirmed the need to schedule the next Records Commission Meeting and he would like to schedule this for 6:50 PM on December 2nd just before the Regular Council Meeting unless there are objections - no objections were raised
- ✓ reminded Council that our trash hauling contract expires February 28, 2022

Old Business:

Gary had nothing to report.

Public Comment:

Nothing offered

There being no further business to come before Council, Chris made a motion to adjourn at 8:08 PM, seconded by Danual Vote; 6 ayes, 0 nays

X

Mayor, David Wilkinson

X

Fiscal Officer, Gary Harris