

**VILLAGE OF BURBANK
REGULAR MEETING, JUNE 6, 2019**

Acting Mayor, Tracy Lenhoff, called the meeting to order at 7:04 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, resident Cathy Kopp and visitor Bob Morehead with The Post newspaper.

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

Ken made a motion to excuse Carolyn Dibler and Chris Norton, seconded by David. 4 ayes, 0 nays

Minutes – May 9, 2019 Regular Meeting

Tracy made a motion to waive the reading of the submitted May Minutes and to approve the Minutes as submitted, seconded by Ken. 4 ayes, 0 nays

Committee Reports:

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

Council Reports:

Safety

Tracy had nothing to report:

- Ken stated that the sidewalk issue on Front Street where barricades exist is not getting any better and reminded Council that they had previously approved backfilling this “hole” next to the sidewalk that is causing the sidewalk to fail; Council decided to table this until the July meeting hoping for better weather before proceeding

Finance

Ken reporting:

- read the Paid Bills and the Automatic Deductions amounting to \$10,961.68 - **Ken made the motion to accept these payments, seconded by Tracy. 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) revised date to start remains July 1st and reported that today he sent another email asking for reconfirmation – he asked if there were any questions or comments – none were offered
- **Nature Works Grant** – confirmed that Council conducted the Special Meeting on May 25th, the Draft Copy of the Meeting Minutes were approved by four of the five attending Council members, via e-mail, and the official Minutes were signed on May 29th by Acting Mayor, Tracy Lenhoff; confirmed that on May 29th the revised Nature Works Grant documents were sent to the Ohio Department of Natural Resources and they confirmed receipt on May 31st; we will be advised on the status of our grant in the Fall of this year – 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 on June 4th Burbank was offered a zero interest loan by the OPWC to do the Front Street Storm Sewer Improvements; confirmed that he advised OPWC that this is a Council decision and that he will recommend taking a “pass” on this offer as the Village would be paying nearly \$9400 per year for 30 years on top of our \$15,000 per year loan repayment to the OWDA; he advised Public Works that he will report to them tonight with Council’s decision – he asked if there were any questions or comments – Council stated that they intend to pass on this offer; he asked if he may have **a motion from Council Passing on the Loan offer from OPWC, Tracy made a motion to so move, seconded by Ken. 4 ayes, 0 nays**
- **2019 CDBG Grant Application** – this is the approved Grant for replacing the sidewalks on Mill Street – confirmed that yesterday he sent an email to the WCPD asking for a status of the environmental review which must be conducted before any approved project can move forward and also asked about the anticipated date to go out for engineering bids for this project, as of meeting time no response had yet been received – he asked if there were any questions or comments – none were offered

Parks

Dennis and David reporting:

- ✚ reported that the Port-a-Jon contractor has removed the unit and is not intending to return a unit due to the amount of vandalism
- ✚ reported that the remaining materials in the Old School Park will not be removed by the individual who took the playground equipment; David reported that Ben has indicated that Liberty Fluids will do all the work for \$2,500.00; Gary reported that he has a bid from Jimmy’s Lawn Maintenance to do all the work for \$14,500 that includes removing the basketball blacktop, remove the remaining materials, bring in fill dirt and

plant grass seed and a second quote for \$6,000 to do everything except remove the blacktop and does include “plugging” any holes left by removing the final “stump” of the basketball net posts

✚ **David made a motion to conditionally approve a contract with Liberty Fluids in the amount of \$2,500 upon receipt of the contractors quotation/contract, Certificate of Insurance and Workers Comp Certificate, seconded by Tracy. 4 ayes, 0 nays**

✚ Gary confirmed that he sent a follow-up on our PEP Grant Application for \$1,000 that, if awarded, could help to defray the costs for the camera security system in the Park; Gary asked who will be responsible to monitor the camera system and contact police should such a call become necessary; Council appointed David and Dennis this responsibility; Gary also asked about required maintenance on the system – no specifics were offered

✚ **Tracy made a motion to appropriate up to \$2,265 to install a 4 camera system upon receipt of a written proposal, the Certificate of Insurance and the current Workers Compensation Certificate, seconded by David. 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 reporting:

- ❖ reported that 133 Water Street remains an issue due to water drainage flow and blockage of flow; Allan reported that the Wayne County Emergency Management (WCEM) office might be able to assist if the Village will obtain a quote for any tree removals and may be able to assist if the Village asks for mitigation assistance in the possible demolition of this house; Allan stated that the Village is responsible for controlling drainage flow unless a home owner has caused an issue; Allan stated that in addition to the tree and/or blockage removal quotation we also need photos and then a meeting with WCEM can be scheduled

New Business:

Gary Harris reporting:

- ✓ confirmed the next Council meeting will be Thursday, July 11th at 7:00 PM
- ✓ confirmed depositing \$639 for April Traffic Fines
- ✓ confirmed that he has received the preliminary Audit Report for the just completed 2017 and 2018 Audit and we have received a “clean audit” with no findings and no violations; once we receive the official report issued by the Auditor of State’s Office this will officially close the 2017 and 2018 Audit – he asked if there were any questions or comments – none were offered
- ✓ confirmed that he has not received any requests for adjusting the 2020 Budget as presented and discussed at the May 9th Council Meeting and, as a result, that preliminary budget will now become the 2020 Budget for submittal to the Wayne County Auditor’s Office; he stated that he will place the Legal Notice to schedule the Public Hearing on the 2020 Budget at the start of the July 11th Council Meeting unless there are objections – no objections were raised; he reported that we will need no less than 5 Council members at the July meeting to pass legislation on the 2020 Budget; he asked if there were any questions or comments – none were offered
- ✓ reported, as a heads-up, that the Police and Park Levy’s will expire in 2020 and Council needs to begin to consider its plan of action and when they want to put this on the ballot, either in November of 2020 or May or November of 2021

Old Business:

Gary Harris reporting:

- asked if there was any update to the 150th Celebration; Cathy reported that she has a band, craft vendors, a dump tank and one food truck thus far

Public Participation:

Nothing offered

There being no further business to come before Council, Tracy made a motion to adjourn at 8:17 PM, seconded by Dennis. Unanimous.

X

X

Interim Council President, Carolyn Dibler

Fiscal Officer, Gary Harris