

**VILLAGE OF BURBANK
REGULAR MEETING, MARCH 5, 2020**

Mayor Carolyn Dibler, called the meeting to order at 7:07 PM.

A roll call was taken with the following officials present: Chris Norton, Dennis Rigerman, Ken Dibler, Thomas Lenhoff and David Wilkinson; also in attendance: Allan Michelson – Solicitor, Ben Berger – Zoning Inspector, Gary Harris – Fiscal Officer and visitor Bob Morehead with The Post.

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

Dennis made a motion to excuse Tracy Lenhoff, seconded by Ken. 5 ayes, 0 nays

Minutes – February 6, 2020 Regular Meeting

David made a motion to waive the reading of the submitted February Minutes and to approve the Minutes as submitted, seconded by Dennis. 5 ayes, 0 nays

Committee Reports:

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

Council Reports:

Safety

Thomas reporting:

- confirmed that a signed contract for the Wayne County Sheriff's Office (WCSO) was received from Wayne County officials and that service is to begin in mid-March; Mayor Dibler stated that she observed a traffic stop last week so they had already begun to make a presence in the Village
- Ken asked if the Village needs to send a copy of our Ordinances related to traffic control to the Sheriff's Office and Allan stated yes, this needs to be done; Allan confirmed that he will send a copy to Mayor Dibler who offered to forward it to her contact at the Sheriff's Office

Finance

Ken reporting:

- read the March Paid Bills and the Automatic Deductions amounting to \$10,329.46 – 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. 5 ayes, 0 nays.**

Gary reporting:

- **Nature Works Grant** – confirmed that we remain on schedule to have the engineering bid package ready by the end of March – this will be forwarded to the ODNR for their review and approval – upon receipt of ODNR's approval, we will go out for construction bids; last month he reported that we were considering moving the baseball bleachers all to the west side of the field – per David, we cannot do that as there is a concern about the sidewalks and bleacher being in the field of play – Gary informed Engineering Associates to move the sidewalk south along Killbuck Creek; depending upon the amount of time it takes to get the approval back from ODNR, this project may slip into 2021– he asked if there were any questions or comments – none were offered
- **OPWC Grant (Front Street Storm Sewers & Repaving)** – confirmed that at this point in time, the project is on schedule for having the construction bid packages ready for distribution on March 20th and that we will be placing ads for accepting construction bids within the next few weeks; he asked if there were any questions or comments – none were offered
- **2019 CDBG Grant (replace sidewalks on Mill Street)** - confirmed that on March 2nd he received an update from the WCPD, the public ad was run - on Monday, March 9th they anticipate requesting the release of funding from the State of Ohio and once that happens they will post a notice for engineering firms wanting to bid this project; there is a possibility that this project may also move out into 2021 if we continue to experience any additional delays– any questions or comments – none were offered
- a comment was made that Medina County has a program issued by the State that will conduct a wage survey electronically – Gary said that he will look into this and report back to Council
- confirmed that he has not received any further input from Council Chairpersons requesting to add more monies to the Appropriations; he confirmed adding \$12,000 to Parks and \$33,000 to the General Fund both to cover Park engineering and upgrades of which \$31,125 will be refunded to Burbank at the end of the project, he also added \$24,108 to the Highway Fund to cover our Matching Fund portion of the Front Street OPWC Grant, he added another \$10,000 to Streets due to the excessive costs incurred in January and February for snow/ice removal and he reported that this expense used all monies for the entire year as originally budgeted – he asked if there were any questions or comments and Chris asked

David about the high costs for plowing/salting and David stated that he has them salt all streets – Chris advised David that only intersections, hills and stop signs are to be salted – no other questions or comments were offered

- Allan did the first reading of Ordinance 2020-03, “an Ordinance to set Permanent Appropriations for the current expenses of the Village of Burbank, State of Ohio, during the year ending December 31, 2020 and declared to be an emergency for the public peace, health, safety and welfare”
- **Chris made a motion to waive the 2nd and 3rd readings of Ordinance 2020-03, seconded by Ken. 5 ayes, 0 nays**
- **Chris made a motion to adopt Ordinance 2020-03 as an emergency, seconded by David. 5 ayes, 0 nays**

Parks

Dennis and David reporting:

- ❖ confirmed that the new playground equipment is on order but has not yet delivered
- ❖ confirmed that someone in a truck turfed an area in the Park and that the Sheriff Department has been notified

Water & Sewer

Dennis and Ken had nothing to report.

Streets

Chris and David reporting:

- confirmed contacting Kimble Trash Hauling about replacing the Stop Sign and post damaged by their truck but not sure that the work has been completed
- confirmed having spoken with Wayne County Engineering about repaving East Middle Street and two rough estimates were provided – to do a complete remake with new asphalt would be in the \$60,000 range and to do a chip and seal would be in the \$20,000 range; Gary confirmed that he contacted ODOT who reported that they can only do SR 83 in Burbank but they did offer a name and number at Mellway Paving in Lodi where there is an asphalt plant and he confirmed that he did leave a voice message about doing some strip patching in Burbank – he is waiting on a call back; Gary also confirmed sending both chairpersons the e-mail from Most Paving in order for them to obtain bids from this contractor

Zoning

Chris and Thomas had nothing to report.

- Ben reported that he cited 33 Front Street due to trash in the yard and 2 vehicles missing license plates; he is to contact the Sheriff's Office to discuss and review the vehicle issues in the Village where missing license plates are violating Village codes
- Ben and Allan confirmed that they will meet on March 9th and start to put the next step in motion for those parking violators who have been cited as well as the case against 141 Water Street residence and storage shed
- Ben reported that the building at 31 Front Street is going to be repainted this Spring
- Mayor Dibler asked Gary for an update on the Water Street culvert; Gary reported that he contacted OPWC and they do not offer any funding for purchasing and clearing a property unless there is infrastructure involved; he was contacted by WCPD with two possible options, one is a Target of Opportunity Grant that they called back and said we cannot qualify for this option and the second was a contact that they gave him at the Wayne County Emergency Management Agency (WCEMA) who was working with some other sites with similar issues and that they are preparing to file an application for Federal Funding, today when he called that agency he was advised that we just missed the deadline of Feb. 7th but they now have our contact information should another Federal Grant be offered, he also asked them about assistance that might be available for a Tornado Siren and today he heard back on both of these issues – they offered to meet with Burbank to discuss options that might be available if the Village wants to meet with them; he recommended that he, Mayor Dibler and Allan meet with them, both Mayor Dibler and Allan agreed so he will proceed to set up a meeting date – he asked if there were any questions or comments – nothing more was offered

New Business:

Gary Harris reporting:

- ✓ confirmed the next Council meeting will be Thursday, April 2nd at 7:00 PM
- ✓ confirmed depositing \$37.50 for January Traffic Fines that appear to have been issued by the Highway Patrol
- ✓ reminded the Park Chairs of the need to place a port-a-jon for the start of baseball season but asked that they also keep in mind the Park upgrades that may begin at the end of the baseball season in June and how this may impact dates and times for the placement of this unit
- ✓ Ken presented some postings for the Village bulletin boards regarding the Coronavirus

Old Business:

Gary reporting:

- o asked about the Newly Elected Council Training being offered by the Ohio Municipal League and if Thomas or anyone on Council wants to attend a session at a cost to the Village of \$75 per attendee; training offered in Independence, OH on April 4th; Thomas confirmed that he would like to attend this training session – Gary to proceed to schedule him for this training
- o reminded all about the Park and Police levies expiring this year and the three General Fund levies expiring in 2021 and how does Council wish to proceed; Allan confirmed that if Council wants to put the Park and/or Police on this November’s ballot we will need to pass legislation in June or July and also confirmed that we will have two other opportunities in 2021 if we have to re-try passing any levy that does not pass in November; Council to consider at April’s meeting
- o asked Council again about doing a wage survey on Front Street for possible filing of a CDBG Grant Application in 2020; Mayor Dibler feels that we should proceed with the survey and Gary asked that The Post include this notice in the publication and how by participating in the survey the Village may win a Grant and possibly avoid the need to ask residents to pay for such work through higher taxes

Public Participation:

Nothing offered.

There being no further business to come before Council, Chris made a motion to adjourn at 8:04 PM, seconded by Dennis. Unanimous.

X

Mayor, Carolyn Dibler

X

Fiscal Officer, Gary Harris