

**VILLAGE OF BURBANK
REGULAR MEETING, SEPTEMBER 1, 2022**

Mayor David Wilkinson, called the meeting to order at 8:02 PM.

A roll call was taken with the following officials present: Chris Norton, Anna Dickson, Terry Moore, Jay Byler, Thomas Lenhoff, Marti McCord; also, in attendance: Allan Michelson – Solicitor, Ben Berger – Zoning Inspector (arrived at 8:35), Gary Harris – Fiscal Officer and visitors Linda Gray, Patrick Valentine, Sheliee & Doug Parson and Cathy Kopp.

Mayor Wilkinson welcomed our guests.

Mayor Wilkinson asked Chris if Peters Landscaping was going to present tonight and Chris stated he was unable to contact the contractor.

Minutes – August 11, 2022 Regular Meeting Minutes

Chris made a motion to waive the readings and to approve as submitted the August Regular Meeting Minutes, seconded by Jay. Vote; 6 ayes, 0 nays

Council Reports:

Safety

Marti and Anna reporting:

- reported that Creston issued 13 citations in July and worked 114.5 hours and the additional time was due to four extra service calls in the Village – she then delivered the check for August fines to the Fiscal Officer in the amount of \$506.00
- Allan did the first reading of Ordinance 2022-12, “an Ordinance approving a contract for Police Services from the Village of Creston, Wayne County, Ohio from January 1, 2023 through December 31, 2023 and declaring this an emergency for the public peace, health, safety and welfare”
- **Chris made a motion to waive the 2nd and 3rd readings of Ordinance 2022-12, seconded by Marti. Vote; 6 ayes, 0 nays**
- **Marti made a motion to adopt Ordinance 2022-12 as an emergency, seconded by Jay. Vote: 6 ayes, 0 nays**

Finance

Terry and Thomas reporting:

- read the September Paid Bills and the Automatic Deductions amounting to \$13,012.86 and asked if there were any questions or any details needing to be presented – none were requested; **Terry made the motion to accept these payments, seconded by Chris. Vote – 6 ayes, 0 nays.**

Gary reporting:

- confirmed that the Village did receive the first deposit from RITA for the Village income tax in the amount of \$172.18 on August 1st
- reported the need to vote on legislation certifying the 2023 tax revenues and increasing Appropriations for the Creston Police – he asked if there were any questions or comments – Terry asked if the Police monies were being transferred from the General Fund into the Police Fund and Gary indicated, “no”, rather they were being appropriated from unappropriated monies in the Police Fund
- Allan did the first reading of Resolution R2022-03, “a Resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor”
- **Marti made a motion to waive the 2nd and 3rd readings of Resolution R2022-03, seconded by Jay. Vote: 6 ayes, 0 nays**
- **Marti made a motion to adopt Resolution R2022-03, seconded by Chris. Vote: 6 ayes, 0 nays**
- Allan did the first reading of Ordinance 2022-11, “an Ordinance approving amending the 2022 appropriations and declaring this as an emergency for the public peace, health, safety and welfare”
- **Chris made a motion to waive the 2nd and 3rd readings of Ordinance 2022-11, seconded by Terry. Vote: 6 ayes, 0 nays**
- **Terry made a motion to adopt Ordinance 2022-11 as an emergency, seconded by Chris. Vote: 6 ayes, 0 nays**
- confirmed that the Nature Works Grant Application is now or soon to be under review by ODNR – reported that we should hear back on this grant sometime during the 3rd Quarter or early in the 4th Quarter – he asked if there were any questions or comments – none were offered
- confirmed that the OPWC Grant Application in the amount of \$625,100 is in the process of being completed and that he will deliver the Application prior to the September 22, 2022 deadline – tonight he gave the Mayor and Chris additional pages needing their signatures – he asked if there were any questions or comments – none were offered

Parks

Marti and Terry reporting:

- ❖ reported contacting the mowing contractor on Saturday with an issue about not dumping trash, sent via email, she is waiting to hear back
- ❖ Mayor Wilkinson confirmed that Valley View Spraying is going good with no issues, he will contact them to end spraying at the same time as the Village of Lodi ends their spraying
- ❖ Mayor Wilkinson reported no update on the proposed ballfield – Marti reported that per John Bowers with the Guardians, now is the time to file the Grant Application – Gary reported that the last time he spoke with Mayor Wilkinson, he confirmed that the Committee has a financial person and that Gary had previously recommended that they file the Grant based on the questions they need to answer that the Village cannot answer – at this time the Village is not involved with this process – Cathy reported that Top Flite financial is willing to donate towards the cause – Mayor Wilkinson to reach out to his contact
- ❖ Cathy reported on the Village Wide Garage Sale – they had 16 households participate, 12 vendors in the Park, seven gift baskets, a 50/50 raffle, Anna designed the flyers and donated

her time – the Mayor and Council thanked Cathy for all of her work and the great job that she did – Cathy also reported that \$816 was donated to the family of Officer Wigal which was the purpose of having this activity

- ❖ Cathy wants to set-up the 2nd Annual Village Wide Garage Sale for August 19, 2023 – Mayor Wilkinson asked Cathy if she would form a committee for this event and she agreed to do so – Chris stated that he would like to see monthly activities in the Park from June – September and those in attendance suggested Halloween, Pig Roasts, Duck Races, Car Shows, etc. – Cathy reminded all present that Trinity Church does have a “trunk and treat” Halloween gathering already
- ❖ Mayor Wilkinson stated that he needs to call the installing contractor who did the security cameras to investigate the two units that are not functioning – Terry asked if he would also get some pricing on some additional units for the Park – Cathy stated electric power is not functioning in parts of the Park – Mayor Wilkinson to also have the contractor check this out
- ❖ Chris donated his \$50 Park reservation fee back to the Village Parks and reported that carpenter bees and wasps are working the stage area – Chris will contact Alien Pest Control
- ❖ **Marti made a motion to appropriate up to \$200 for a pest control service to resolve this issue, seconded by Chris. Vote: 6 ayes, 0 nays**
- ❖ Cathy reported that 2 canopies purchased for the last Park event are missing from the storage shed

Water & Sewer

Thomas and Anna had nothing to report.

Streets

Chris and Jay reporting:

- Allan reported that the Countryside Law Suit for \$4,798 should be for \$4,709 and that he will reply to the courts to proceed to schedule a pre-trial Hearing and he believes both the Mayor and Chris will need to appear – Allan feels that the Village is in a good position to have the law suit discharged
- Chris confirmed to go out for bids for snow plowing and salting this year – Gary confirmed that he will run the ad and recommended that a Special Meeting be held towards the end of September so Council is ready to select and announce the contractor for this year at the October meeting – Council was OK with this recommendation

Zoning

Chris and Jay had nothing to report.

- ✚ Allan reported that for 141 Water Street the inspection was completed by all parties, the status meeting took place on August 30th with the judge and he thought that all parties were in agreement but nothing is happening with the property and he has had no call-back from the property owner’s attorney – a hearing is scheduled for September 28th but Allan is unavailable and will ask the judge to reschedule
- ✚ Allan reported that the owner of the property at 133 Water Street has the purchase paper work in-hand – Gary asked Allan to try to expedite this as it may take up to 30 days to receive the monies from FEMA and then we have to go through closing and title transfer before we can do the asbestos

inspection and we were trying to get this structure demolished yet this year but we are fast running out of time

- ✚ Allan had Ben sign the documents tonight, he will proceed to file with the Wayne County Prosecutor's office for the 111 and 124 W. Middle Street properties
- ✚ Ben stated that the property at 215 W. Middle Street can be removed from the list as the permit is being issued – Gary asked about the payment for the permit and Ben confirmed it has not yet been received
- ✚ Allan did the third reading of Ordinance 2022-08, “an Ordinance declaring certain conditions in connection with trees, plants and shrubs to be nuisances, and establishing a procedure for abatement of the same” – Allan reported that the Ordinance has been revised to also include trimming back trees and shrubs away from sidewalks to allow clear passage
- ✚ **Terry made a motion to adopt revised Ordinance 2022-08 as an emergency, seconded by Marti.**
Vote: 6 ayes, 0 nays

New Business:

Gary reporting:

- ✓ confirmed the next Council meeting will be Thursday, October 6th at 8:00 PM
- ✓ confirmed that he has deposited \$512 for the July Traffic Fines
- ✓ asked the Park Chairpersons if they have scheduled the removal of the port-a-jon in October – Marti asked Mayor Wilkinson when to have it removed and the Mayor replied whatever date works best for the contractor
- ✓ reported that Linda donated an additional \$300 tonight for the Park for the additional Village History booklets that she has sold thus far, this brings the total donation to \$1,100 – the Mayor and Council thanked Linda for this donation
- ✓ thanked whoever vacuumed Village Hall and said it looks really nice – Mayor Wilkinson stated that he did it and Gary thanked him again
- ✓ reported that a concern was expressed to him about a property on Reed Court with new construction that may interfere with snow plowing – Ben reported that there is not a zoning violation with this new construction
- ✓ Marti voiced a recommendation about adjusting costs in the Park to rent the Park, a pavilion and/or the stage – Cathy stated that we need to repair the kitchen before charging for its use – Chris recommended to “table” this consideration for the time being – no opposition was voiced
- ✓ Cathy reported that a sign needs to be made and posted showing where Village Hall is located – a discussion took place about the size of the sign, how to post it and where and what to put on the sign – no further action was assigned

Old Business:

Gary had nothing to report.

- Linda asked about annexation of properties north of the Village to help improve Village revenues – Allan stated that it is a complicated process and that both the property owner and the sub-division receiving the revenue must both agree – Chris asked Allan about the Steiner property and its annexation, Allan stated that he has not heard back since he last looked into this matter

- Chris motioned to go into Executive Session on an employee matter at 9:22 PM, seconded by Jay. Vote: 6 ayes, 0 nays
- Chris made a motion to return to Regular Session at 9:42 PM, seconded by Marti. Vote: 6 ayes, 0 nays

Public Comment:

Nothing offered.

There being no further business to come before Council, Marti made a motion to adjourn at 9:43 PM, seconded by Chris. Vote; 6 ayes, 0 nays

X

Mayor, David Wilkinson

X

Fiscal Officer, Gary Harris