

**VILLAGE OF BURBANK
REGULAR MEETING, MARCH 2, 2023**

Mayor David Wilkinson, called the meeting to order at 7:00 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, Gary Harris – Fiscal Officer and visitors Cathy Kopp, Tom Ballinger and John Rutter

Mayor Wilkinson welcomed our guests.

Mayor Wilkinson invited our guest, Mr. Thomas Ballinger, who is running for Wayne County Sheriff, to address those present – Mr. Ballinger introduced himself and provided information on his background including his family, his military service and his law enforcement experiences – he then reviewed the needs of the Sheriff Department in Wayne County from his perspective as well as offering his priorities if elected Sheriff and how he would achieve those priorities – the top priorities listed comprised of improving the response time to a call for assistance within Wayne County, increasing Staffing and how to do so and lastly, jail alternatives – he invited everyone to visit his website to obtain more details on his background, priorities and his proposed solutions, he also asked to return as he gets closer to election time and Mayor Wilkinson suggested he provide an advance notice so we can alert our residents to his visit offering those in attendance to ask questions of him

Minutes – February 7, 2023 Regular Meeting Minutes

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

Council Reports:

Safety

Marti and Anna reporting:

- reported a total of 8 Traffic Citations for February and reported that she will issue the check in the amount of \$245 for the February Traffic Citations – Gary reported on the hours worked in January those being 50.5 vs 50 hours scheduled and all but 19 hours through February 18th out of the 50 requested for the month of February
- Allan confirmed that he did receive the information requested, except for that which was not possible to obtain, and forwarded it to the Wayne County Prosecutor’s Office as pertains to the 111 and 124 W. Middle Street Zoning violations and the prosecution thereof – a discussion took place about the couch sitting outside at 124 W. Middle and how we can get

that taken care of – Allan instructed Ben to issue the “order to remove” to the current occupant – Allan stated that he will request a copy of the current contract/agreement from the County Prosecutor’s office that the Village pays an annual fee towards local Prosecutions

Finance

Terry and Thomas reporting:

- read the March Paid Bills and the Automatic Deductions amounting to \$8,058.32 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 Marti. Vote – 6 ayes, 0 nays.**

Gary reporting:

- as of March 2nd, a total of \$29,094.79 has been deposited for the Village Income Tax receipts from RITA since July of 2022 – he asked if there were any questions or comments – none were offered
- reported that he did not receive any calls to discuss or question the 2023 Permanent Appropriations – therefore the Temporary Appropriations plus the Appropriations added at last month’s meeting for the Nature Works Grant, FEMA Grant (remaining monies) and the ARPA Grant (remaining monies) will be the Permanent Appropriations for 2023 – he asked if there were any questions or comments – none were offered
- confirmed that the Village did receive the first reimbursement check, applied against the Playground Equipment down payment, from ODNR in the amount of \$14,410.50 which has been deposited into the General Fund – he reminded Council that by the end of next month the shipment will be made by Playground Boss to Burbank and that we will need to have the unloading team and any equipment ready to receive and off-load on a weekday when it arrives, he plans to stipulate a 48 hour notice before delivery is made – he still plans to request delivery via a flatbed truck vs a van type truck as it simplifies offloading but if he is unsuccessful then it will deliver in a van – he recommend that Council begin looking at a calendar to determine when they want the unit to ship and to be ready by next meeting (April 6th) to specify a ship date – he also confirmed that he will need to order the border material and ADA ramp for access into the new playground – he also reminded Council that Terry or Anna will need to get trained as a playground equipment inspector for 2023 as stipulated in the Grant Application – reported that we also need to send Terry or Anna for CPSI training being held in Mason, OH , north of Cincinnati, and pay for all associated expenses per GSA allowances along with the \$640 Registration and Exam fee – he recommended that next year we should get whoever doesn’t get certified this year, to also become certified so we have a back-up inspector – Anna offered to attend this year’s training session – Gary asked Council for **“a motion authorizing the expenditures to pay for Anna’s training and all related expenses from the Park Fund, as stipulated by Council, Terry said so moved, seconded by Marti. Vote: 6 ayes, 0 nays** - he asked if there were any questions or comments – none were offered
- confirmed that he reached out to the Wayne County Planning Department for an update on the CDBG Grant Applications and was advised earlier today that the planned February open Application period has been delayed waiting for the State to set a

budget and they are now targeting March – he asked if there were any questions or comments – none were offered

- reported that as requested by Council last month, he did contact PEP asking if the rewiring of the Park Stage qualifies as a project to use the Grant monies for, valued at \$1,000, and they responded “yes”, he will proceed to file the Application next week

Parks

Terry and Marti had nothing to report.

- ❖ Mayor Wilkinson reported that the proposed Baseball field at the Old School Park is now on indefinite hold
- ❖ Mayor Wilkinson reported just sending another bid on the new security cameras for the Park to Gary as the first bidders Terms and Conditions presented some concerns to the Village although their pricing was at \$7,998 versus the new bid price at \$15,403.89 – reported that he is working on getting some additional bids
- ❖ Anna reported that she and Jay met with Berry at the Romich Foundation to discuss details for the Village Hall sign and that the Romich Foundation provided a prototype of the lettering for review by Council who approved the lettering and attaching that lettering direct to the building – Chris suggested also adding the address, above the doorway, which was also approved by Council
- ❖ Marti reviewed the Park rental fees discussed last month, a fee of \$10 for residents and \$20 for non-residents to be retained by the Village to support Park maintenance and improvements along, there will also be a \$50 Refundable Deposit collected and returned if no clean-up is necessary after the event – discussions took place on having a calendar on the website and Anna offered to put a “fill-in” form on the website for the Applications for Park Pavilion rentals – Allan asked that Marti send him the Application so he can review it from the legal perspective and Marti agreed to do so
- ❖ Mayor Wilkinson stated that the rewiring of the Park Stage has been delayed due to the insurance requirement that the Village has – the contractor is working with his insurance carrier to get it delivered to the Village

Water & Sewer

Thomas and Anna had nothing to report.

Streets

Chris and Jay had nothing to report.

- Allan confirmed the trial date on the Countryside Law Suit is set for March 20th at 1:30 PM and that David, Chris and Gary need to arrive by 1:15 PM – Gary provided Allan an email on this matter that may be introduced at the trial

Zoning

Chris and Jay had nothing to report.

- ✚ Ben reported patching the pot holes on Reed Court and suggested a resurfacing sooner than the current priority schedule lists this work to be done

- ✦ Allan reported that the 141 Water Street trial date has been canceled and the matter has been closed as Bert and Tim Reed have now agreed to the 10/1/2023 completion date to have the Zoning violations corrected
- ✦ Allan reported that he is working on the Application for Valuation Deduction for the property taxes on this property – Gary confirmed that Quality Excavating is waiting to return to finish the job until better weather
- ✦ Mayor Wilkinson asked about 23 Front Street and Gary reported that he sent an email to the contractor who did the work and hasn't heard back yet and that he is planning to contact them this month – Gary reminded Council that this is outside of the warranty period for this work

New Business:

Gary reporting:

- ✓ confirmed the next Council meeting will be Thursday, April 6th at the start time of 8:00 PM – Marti reported that she cannot attend this meeting
- ✓ confirmed that he deposited the \$105 for the January Traffic Fines and that he will deposit the February Traffic Fines upon receipt of the check
- ✓ reported that as promised at last month's meeting, he contacted our Insurance Carrier and ODOT about a possible Christmas Parade being conducted on SR 83 – ODOT stated that we may need to file a Permit Application along with other requirements that could include detour signs, limitations due to snow plowing and salting, neon signage (alerting traffic) and they are checking to confirm what will actually be required, Gary spoke with Tony Cirigliano who will get back to Gary with more information – reported that our insurance carrier has information available that he can access on-line covering such events and their requirements, Gary to report back to Council
- ✓ Council requested that Gary do a "Group" text on urgent matters, like the traffic light issue we had in February, versus an email as everyone monitors text messages rather than their emails

Old Business:

Gary reporting:

- reported that he negotiated lower rates than first proposed by Kimble Recycling amounting to a 4.5% reduction from the original proposal, over three years, for Non-Seniors and a 4.1% reduction for Seniors – Council agreed that we will go out for bids before the next contract cycle to make sure we have the most competitive rate for our residents
- **Marti made a motion to approve the Contract Extension with Kimble Recycling effective March 1, 2023 through February 28, 2026 with new rates for Non-Seniors at \$19.65, \$20.38 and \$21.13 for 2023, 2024 and 2025 respectively and for Seniors at \$18.65, \$19.34 and 20.05 respectively, seconded by Jay. Vote: 6 ayes, 0 nays**
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Public Comment:
Nothing Offered.

There being no further business to come before Council, Chris made a motion to adjourn at 8:24 PM, seconded by Marti. Vote; 6 ayes, 0 nays

X

Mayor, David Wilkinson

X

Fiscal Officer, Gary Harris