

**VILLAGE OF BURBANK  
REGULAR MEETING, DECEMBER 16, 2021**

Mayor David Wilkinson, called the meeting to order at 7:00 PM.

A roll call was taken with the following officials present: Dennis Rigerman, Ken Dibler, Danual Priebe, Thomas Lenhoff (arrived at 7:16 PM) Marti McCord; also, in attendance: Gary Harris – Fiscal Officer and visitors Cathy Kopp and Terry Moore.

Mayor Wilkinson welcomed our guests.

**Ken made a motion to excuse Christ Norton, seconded by Marti. Vote: 4 ayes, 0 nays**

Minutes – November 4, 2021 Regular Meeting Minutes

**Ken made a motion to waive the readings and to approve as submitted the November Regular Meeting Minutes, seconded by Dennis. Vote; 5 ayes, 0 nays**

Council Reports:

Safety

Ken reporting:

- read the October Sheriff’s Report
- Mayor Wilkinson will contact Captain Hunter tomorrow at the Wayne County Sheriff’s Office advising them that we have contracted with another community to patrol Burbank starting January 1, 2022 and thanking them for their service
- Marti stated that Allan’s office contacted her to send the Creston Ordinances so they can issue them for use by the police when patrolling in Burbank and she will go to work on these next week
- Cathy asked why the Highway Patrol responded to an accident on Front Street and not the Sheriff’s Department – Ken stated that since Front Street is a State Route, the Highway Patrol responds to all such calls

Finance

Ken reporting:

- read the December Paid Bills and the Automatic Deductions amounting to \$19,353.43; **Ken made the motion to accept these payments, seconded by Danual. Vote - 5 ayes, 0 nays.**

Gary reporting:

- confirmed that Lampion did install all LED lights in the Park with the exception of one (1) new light and mast arm that will be aimed towards the

second shelter to provide light in that section for the first time – Cathy stated that the lights are visible from there home but are not a nuisance – several Council members stated that they are pleased with the new lights and have not received any complaints

- confirmed that the birm repairs on Henrietta have been completed – he asked if there were any comments or questions – none were offered
- confirmed that he did not receive any calls to discuss any changes or answer any questions on the 2022 Temporary Appropriations – he asked if there were any other questions – none were offered
- did the first reading of Ordinance 2021-15, “an Ordinance to set Temporary Appropriations for the current expenses of the Village of Burbank, State of Ohio, during the year ending December 31, 2022 and declared to be an emergency for the public peace, health, safety and welfare.”
- **Ken made a motion to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings of Ordinance 2021-15, seconded by Dennis. Vote: 5 ayes, 0 nays**
- **Dennis made a motion to adopt Ordinance 2021-15 as an emergency, seconded by Marti. Vote: 5 ayes, 0 nays**

#### Parks

Dennis and Marti reporting:

- ❖ Mayor Wilkinson confirmed that he is running behind schedule on contacting the Youth Baseball organization and plans to do so after the start of the New Year
- ❖ **Marti made a motion to purchase a new flag for the Park, seconded by Danual. Vote: 5 ayes, 0 nays**

#### Water & Sewer

Dennis and Dan had nothing to report.

#### Streets

Marti had nothing to report.

- Mayor Wilkinson asked about the reported Stop sign at Reed Court hanging down with one bolt missing – Mayor Wilkinson stated that he would look into this repair this week

#### Zoning

Dan & Thomas had nothing to report.

- o Mayor Wilkinson stated that since Ben and Allan are not here tonight, we will take up the Zoning matters at the January meeting
- o Gary reported that he met the engineer at the culvert on E. Middle Street and they did respond with recommendations – one of the recommendations was to repair the storm sewer pipe on the southwest slope and to temporarily stabilize the slope using precast blocks, like those used on the Water Street culvert, and then add backfill or use gabion baskets with large rock fill – the engineer believes the current broken storm sewer pipe has caused the majority of the erosion on the slope and may be contributing to the scour hole in the channel at the culvert

inlet – another recommendation was to consider doing a hydraulic study to confirm that the culvert sizing is correct – Gary has the opinion that it probably met the design standards at the time the work was done – Gary stated that without Ben and Allan here he feels that he cannot proceed with the storm sewer pipe repair as he has no idea about right-of-way limitations and the possibility of working on private properties

#### New Business:

Gary reporting:

- ✓ confirmed the next Council meeting will be Thursday, January 6<sup>th</sup> at 7:00 PM
- ✓ confirmed depositing \$0.00 for October Traffic Fines
- ✓ did the first reading of Ordinance 2021-16, “an Ordinance approving a contract to employ Allan M. Michelson as Solicitor of the Village for a period of two (2) years from January 1, 2022 through December 31, 2023”
- ✓ **Marti made a motion to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings of Ordinance 2021-16, seconded by Danual. Vote: 5 ayes, 0 nays**
- ✓ **Danual made a motion to adopt Ordinance 2021-16, seconded by Marti. Vote: 5 ayes, 0 nays**
- ✓ Mayor Wilkinson asked which Council members have terms that expire the end of this year – Gary reported that Ken, Dennis, Thomas and Marti terms end on December 31, 2021 – Marti and Thomas confirmed that they will be returning in 2022 – Terry Moore volunteered to join Council next year and Mayor Wilkinson asked if he has been a resident for at least 1 year and he responded yes – Cathy Kopp asked if she should list Council seats being open and asking anyone interested to come to January’s meeting on Facebook and the Mayor said “yes” proceed with the posting
- ✓ reminded the Mayor and Council that next month is the annual Organizational Meeting that includes Chair assignments and a review of any changes needed in the Rules of Council – Gary requested adding language, like that he had added to the Chippewa Lake Rules, pertaining to emails and the record retention program where, unless an email meets certain criteria, they are not considered public records – Council gave the OK to have Allan add this section to the Rules of Council/Code of Miscellaneous Ordinances

#### Old Business:

Gary reporting:

- ✚ reviewed 21 Front Street and the additional repair he completed that was outside of the work area of the first repair due to an old stump removal – he confirmed sending the property owner a “late notice” on the invoice for these repairs completed as invoiced in November and now asking for payment by the end of December to avoid any further action – he stated if payment is not received Council will need to decide how to proceed with input from Allan
- ✚ asked how Council wants to proceed with the trash hauling contract that expires on February 28, 2022 – all agreed that the fees are fair and asked that Allan

proceed to work with Kimble on a new multi-year or single year contract - Gary said he would let Allan know

Public Comment:

Nothing offered

**There being no further business to come before Council, Marti made a motion to adjourn at 7:38 PM, seconded by Danual Vote; 5 ayes, 0 nays**

X

\_\_\_\_\_  
Mayor, David Wilkinson

X

\_\_\_\_\_  
Fiscal Officer, Gary Harris