

**VILLAGE OF BURBANK**

SPECIAL MEETING

SEPTEMBER 17, 2024

**Legislation Authorizing the Mayor to File and OPWC Grant Application**

Mayor Dickson called the meeting to order at 7:30 PM and welcomed our guests.

The following officials were present for this meeting: John Rutter, Terry Moore, Ingram McCord, Thomas Lenhoff, Marti McCord, Fiscal Officer - Gary Harris, guests Michael Graves, Rod Kelly, Cathy Kopp, Linda Gray, Houston McCord, Summer McCord, Acting Police Chief Kinney and Officer Stephey

Mayor Dickson welcomed all guests and reminded them to hold their comments and questions until the Public Participation portion of the meeting and that this meeting is being recorded

**Marti made a motion to excuse Allan Michelson and Ben Berger, seconded by John. Vote: 5 ayes, 0 nays**

Gary reporting:

- Reviewed the OPWC Grant and Village Financial Obligations;

Cost Breakdown:	Engineering Design & Const. Admin	\$ 62,000
	Estimated Construction	\$310,000
	Const. Contingency	\$ 31,000
	<b>Total:</b>	<b>\$403,000</b>

Financing of Project:	Matching Fund	\$ 44,330 (11%)
	Grant	\$232,800 (57.8%)
	Loan	\$125,870 (31.2%) 30-year, 0%

Interest

Total: \$403,000

Loan Per Year Payment Amount: \$4,195.67

Asked if there were any questions or comments from Council - Terry asked how much are you going to spend in 2024 on this Project - Gary stated \$8,000 to complete all Fieldwork in 2024 so we can complete all design engineering by March 28, 2025 then go for bids by April 9, 2025, select our contractor in May, 2025 and begin construction on or before July 21, 2025

- Advised Council that we need to pass Legislation authorizing the Mayor to file the OPWC Grant - asked if the Mayor is OK with proceeding and she stated "yes"

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- Gary did the first reading of Resolution 2024-04R, “a Resolution authorizing Anna Dickson, Mayor, to prepare and submit an Application in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program(s) and to execute contracts as required”
- **Marti made a Motion to waive the 2<sup>nd</sup> and 3<sup>rd</sup> Readings of Resolution 2024-04R, seconded by Ingram. Vote: 5 ayes, 0 nays**
- **Marti made a Motion to adopt Resolution 2024-04R, seconded by Ingram. Vote: 5 ayes, 0 nays**
- Gary asked for “**a Motion to approve the Village Matching Fund amount and the Loan Repayment Amount with monies collected through the Revenue collections from the following Funds - Streets Gasoline Tax, Permissive Tax, General Fund and the Village Income Tax,**” so moved by Marti, seconded by Terry. **Vote: 5 ayes, 0 nays**
- Asked if there were any other questions or comments from Council regarding this OPWC Grant Application to be submitted tomorrow to the Wayne County Commissioners Office - Terry asked when will we know if we won the Grant - Gary stated that he has a Review Meeting with the Commissioners on September 25<sup>th</sup> or 26<sup>th</sup> after which they generate their Priority Listing and advise us on this sometime near mid-October, the list goes to the District Office, located in Mansfield where the District determines who wins any Grants this year, the meeting is in November and he will be attending

### Other Business - Gary reporting:

- ❖ Confirmed that Columbia Gas completed their work on the Diagonal Road OPWC Project yesterday, September 16<sup>th</sup> and now the relocated gas line meets all of the issued Specifications for this work - he asked if there were any questions or comments from Council - none were offered
- ❖ Confirmed that our contractor for the Diagonal Road Project, Dirt Dawg, that has a \$617,000 approved OPWC Grant is contacting OUPS this week as well as “staking” the job area and doing a PreCon video, next week they will begin clearing the project work area and begin material deliveries and saw cutting with the mainline work beginning September 30<sup>th</sup> and per contract they have to finish by December 2, 2024 which should not be a problem - he asked if there were any questions or comments from Council - none were offered
- ❖ Asked Marti if he should refund the \$50 to the Baker family who rented the Park Pavilion on September 15<sup>th</sup> - Marti said “OK to proceed” - Marti stated that she received a call from the Baker’s who thought they rented the entire Park and Marti told them only the Pavilion was rented - Gary asked if we have pricing for renting the entire Park as well as individual Pavilions and Marti said not at this time

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- ❖ Mayor Dickson asked if there was any other business – nothing was offered

#### Public Participation:

- o Cathy asked Council for approval to appropriate \$400 for the Trunk or Treat Village Event for supplies, prizes, etc. – Gary reminded her that he needs receipts covering all expenses
- o **Marti made a Motion to approve \$400 for the Truck or Treat Village Event, seconded by Ingram. Vote: 5 ayes, 0 nays**
- o Rod asked about the upcoming meeting with the Commissioners as regards the sanitary sewer location on E. Middle Street and stated that the Village owns this system that is on private property and wants the County to relocate this system as he had stated to Mr. Herron, Wayne County Administrator, and also let him know that the County has to pay for all of this and the Village needs to work with the County to make this happen – he also suggested we put weight limits on E. Middle Street – Gary said this is a good idea but how do we enforce it – Chief Kinney said the equipment to enforce this is very expensive – Rod suggested we investigate annexing the property east of his where a trucking firm operates to gain more revenue and also reported that other trucks are speeding down E. Middle Street – Chief Kinney asked what time of day and was told 6-8 AM and 4-7 PM – Chief Kinney stated that he has or will have an officer scheduled during these times
- o Michael agrees that E. Middle needs to be reworked but not now due to the cost for the proposed Grant – he said he gave a copy of the Agreement between Wayne County and Burbank stating that Burbank owns this sanitary sewer system to Gary tonight and Terry prior to that – Gary stated that he has not had time to review this document tonight, that he feels that we need the input from our Solicitor on the question of ownership and reminded everyone that the Wayne County Commissioners are the deciding element in determining which applicants are prioritized for OPWC Grants so we don't want to jeopardize our ability to get Grants while at the same time this matter of the sanitary system has to be resolved fairly as determined by Wayne County
- o Linda asked about pothole repair on E. Middle Street and how bad the condition is – Gary stated that he has been trying for the past two months to get bids on this but all of the contractors are so busy he hasn't yet received any bids, he also stated that he is trying to get a bid from the asphalt company who will be resurfacing Diagonal Road as this offers a chance to save some money since they will already be on site with men, equipment and materials – John suggested marking the potholes in white street paint and fill the hole with HPM material in the meantime – Marti said he can get the materials from Lodi Lumber and have them invoice the Village since we have an account with them

**There being no further business to come before Council, Marti made a motion to adjourn at 8:15 PM, seconded by Ingram**

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September 17, 2024

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X

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Mayor, Anna Dickson

X

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Fiscal Officer, Gary Harris