

**VILLAGE OF BURBANK
REGULAR MEETING, OCTOBER 2, 2025**

Mayor Anna Purdy, called the meeting to order at 7:03 PM.

A roll call was taken with the following officials present: Ingram McCord, Terry Moore, Thomas Lenhoff, Marti McCord; also, in attendance: Allan Michelson (arrived 7:12) – Solicitor, Ben Berger – Zoning Inspector, Gary Harris – Fiscal Officer and visitors Cathy Kopp, Michael Graves, Samantha & Dakota Rader, Dan Wiley Sr., Houston McCord and Deputy Bevington

Marti made a Motion to excuse Jay Byler, seconded by Terry. Vote: 4 ayes, 0 nays

Mayor Purdy asked if there is anyone present wanting to address Council for consideration for appointment to Council – Michael asked if there was any change in appointing him to Council – Mayor Purdy stated that this has already been discussed as have the reasons for not appointing Michael to Council

2025/2026 Snow Plowing Bid Opening – Gary reported that only one bid has been received and it came from Berger’s Lawncare with costs of \$650 per plow, \$650 to salt intersections only and \$1,900 to salt all of the streets – Gary asked for **“a Motion to approve awarding the contract to Berger’s Lawncare and to have the Solicitor generate the new Contract”, so moved by Ingram, seconded by Terry. Vote: 4 ayes, 0 nays**

Gary asked Ben to submit his Certificate of Insurance for Liability and Vehicles – Ben said that he will do so

Minutes – September 4, 2025 Special Meeting Minutes

Terry made a Motion to approve as submitted the September Regular Meeting Minutes, seconded by Marti. Vote; 4 ayes, 0 nays

Council Reports:

Safety

Marti reporting:

- stated that Mayor Norris in Creston suggested that the Village contact Creston for possible Police coverage beginning in January of 2026 – when asked – Marti reported that they have 4 full-time officers now along with part-time officers and it is the part-time officers who would patrol in Burbank – Gary raised concerns that Creston has twice walked away from contracts that

left Burbank in a bad position – Mayor Purdy stated that the Sheriff’s department has a larger staff and people to draw from – Allan stated that he feels the Sheriff Department will sign the Agreement that they all ready provided to Burbank and he is waiting to hear back if they will accept the one change to the Agreement asked by for Gary and he suggested that we approve the Agreement – Gary reminded Council that this contract requires that the Village pre-pay each quarters service which is why he asked for the change to the contract that requires monthly reports to the Village on hours worked the prior month and that he will not pay for the quarter until a signed Agreement is in place and he asked Allan to convey this to the proper authorities – Allan said he will speak with the Sheriff’s Department tomorrow

- **Marti made a Motion to Adopt/Approve the Agreement with the Wayne County Sheriff’s Department contingent upon the request made by Gary being added to the Agreement, seconded by Terry. Vote: 4 ayes, 0 nays**

- Gary reported that the Radar Speed Detectors were picked-up today - Creston who had expressed an interest in buying the units withdrew – now that he has the paperwork signed for by the party who picked-up the detectors, he reported that he did submit the documents to GovDeals so the monies can be deposited into our account on or before next Friday- we will be paid \$2,875 and we paid \$6,750 for the units in 2024 – he asked if there were any questions or comments – none were offered

Finance

Terry reporting:

- read the October Paid Bills and the Automatic Deductions amounting to \$5,608.06 – Terry asked if there were any questions or any details needing to be presented – none were requested; **Terry made the motion to accept these payments, for October, seconded by Ingram. Vote - 4 ayes, 0 nays.**

Gary reporting:

- confirmed that he was notified by the Auditor’s Office that we may have \$664 in unclaimed funds that the Village can apply for – Gary asked for **“a Motion to allow the Mayor to sign two Proof of Authority letters allowing the Fiscal Officer to proceed to try to collect these monies and permitting the Fiscal Officer to file the necessary paperwork with the Ohio Department of Commerce”, so moved by Ingram, seconded by Marti. Vote: 4 ayes, 0 nays**
- E. & W. Middle Streets – the centerline painting is completed and this completes this project – we will be invoiced \$84,153.50 + the cost to paint the centerlines of which \$40,772.22 was received from Wayne County as collected Permissive Taxes over the years leaving a balance of \$43,376.28+ to be paid from Village funds - he asked if there were any questions or comments – none were offered

- asked if there is update on the sidewalk issue at 215 E. Middle Street – reported that he has been approached by a resident asking for a final ruling on this matter – Allan stated that the Village can sue the owner of the property for violating Zoning – Marti asked if we can issue an Ordinance about maintenance of sidewalks – a lengthy discussion took place with interaction between the owner’s fiancé, residents, the Mayor, Council and Solicitor touching on subjects such as trespassing, rights of property owners, forcing the walking of residents into the street, reasons for the property now having removed a portion of the sidewalk that had been there for years, etc. – Mayor Purdy asked Allan for his recommendation – Allan responded that this is a complicated issue and requires more legal research which the Mayor asked him to proceed to do
- asked if there is any update on the erosion near the culvert wall next to the Beauty Salon building that he has been asking about – reported that he is in trouble as the owner of the property has been calling/texting him to get a final cost and responsibility for this wall repair/replacement – a discussion took place on this issue that included Gary advising Council that he was advised by our engineering firm that per the Wayne County Auditor’s Map, the area in question is on private property – at the end of the discussion Gary was advised to notify the resident that since this is on private property he is to advise the property owner that such repairs are the responsibility of the property owner – further discussion took place including possibly assisting the owner with unused concrete Yard Blocks stored next to the storage shed in the Park
- **Marti made a Motion to donate the unused Yard Blocks to the property owner to be used to assist in controlling the erosion at this site with all movement and placement costs to be the responsibility of the property owner, seconded by Ingram. Vote: 4 ayes, 0 nays**
- confirmed that the sign posts and signs as detailed to the contractor to install was to have been completed this Friday – delays are now being caused by Columbia Gas failing to mark the locations of the gas lines which is critical on this project as we will be driving posts at least 4’ into the ground – Gary read the latest update received today from the contractor addressing issues that OUPS has in getting the Gas Company to take the necessary steps to assure the contractor that the posts will not penetrate any underground gas line – Gary asked Allan if there is there any legal pressure that we can apply against the Gas Company so we can get the signage work completed – Mayor Purdy asked Gary to have the contractor issue another ticket request to OUPS to once again ask the Gas Company to perform this task

Parks

Ingram reporting:

- ❖ Mayor Purdy reported having spoken with the Norwayne Baseball Association who advised her that repairs to the field including a new backstop and retaining wall were not completed in time to use the field this year and that they are targeting the work to be completed so as to be able to use the field next year

- ❖ Mayor Purdy asked about the painting to be done on the new repairs done on the W. Pavilion – Marti stated that they need a key to the Storage Shed so the water can be turned on to prepare the area for painting – Ben has a key for the shed and he offered to get more keys made – he was asked to get 5 keys made and to give one of the keys to Ingram so work can proceed – Ingram and Marti confirmed that they will do the work this Saturday

Water & Sewer

Thomas reporting:

- o confirmed that he cleaned-out 3 catch basins on Front Street
- o Gary reported that he has contacted Dynamerican to get pricing and information on cleaning out the storm sewer lines but only on the lines that have been replaced as cleaning out the old lines could damage them thus causing issues for homeowners and the Village

Streets

- ✚ Gary reported that LMRE will not be removing the vine from the pole near the intersection of Front Street and E. Middle Street as it is a Frontier pole – Mayor Purdy asked Gary to contact Frontier

Zoning

Open Seat.

- ✓ 111 W. Middle St. – Ben reported partially cleaned-up – Allan instructed Ben to issue new orders to correct and to include language that if the owner does not comply the Village can do the work and charge the owner and lien the property if necessary
- ✓ 123 Mill St. – Ben reported that the home is being worked on and the area has been cleaned up – Ben is to stop by to check on the status of the barn demolition
- ✓ 130 E. Middle St. – Ben reported that this has been corrected
- ✓ 132 Diagonal Road - Samantha and Dakota Radar asked about tying into the sanitary sewer and Allan stated that they will need to contact Wayne County on this as they installed and maintain these lines – Allan reminded them that they need to obtain a permit from Ben for building the home and they will need to also contact Wayne County for the inspections

New Business:

Gary reporting:

- ✓ confirmed the next Regular Council meeting will be Thursday, November 6th at the start time of 7:00 PM
- ✓ reminded Council that Elections will be held before the November Council Meeting – he recommended that everyone on Council contact residents to make sure that they vote as the Village has several issues on the ballot – Voting for the

Mayor and 4 Council seats, voting on reducing the size of Council down to 5 members and the renewal of the Park and Police Levy's

- ✓ asked if Council wants him to order the No Dumping signs for the dumpster, cost about \$23 each – he cautioned Council to be prepared for signs to come up missing and then deciding what action to take – Council advised Gary to not purchase the signs
- ✓ Terry confirmed the “mystery” lock on the dumpster has been removed and replaced with a new Village lock

Old Business:

- asked about the removal of the Port-a-Jon for the season – Ingram and Marti confirmed that it will be removed the first week of November
- Allan did the 3rd Reading of Ordinance 2025-05, **“an Ordinance increasing the pay rates for members of Council and the Mayor of the Village, effective after the end of their current terms”** – Allan asked if Mayor Purdy was appointed Mayor and she confirmed **“yes”** – Allan stated that because she was appointed when David Wilkinson left office, she can also vote on this legislation and **asked Gary to do a roll-call vote – Anna – yea, Ingram – yea, Terry – nay, Thomas – yea, Marti – yea** – Allan stated that the legislation has passed and will become effective in January of 2026
- Asked if we ever receive the updated COI from the Car Show sponsor that needed to have the Village of Burbank listed as a Cert. Holder – Allan confirmed that we did

Public Comment:

- o Cathy reported that she received donations from the Beauty Salon and Roberts Auto Care of \$50 each and asked that this be added to the previous approved allowance of \$200 for food and prizes – also reported that they are hiring Faces and Fun Entertainment LLC and that the Car Show will split the costs for this and the Village will pay it's portion in the amount of \$62.50 – reported that Millers in Lodi donated a \$50 gift certificate as a door prize and the Car Show hosts are donating prizes for cars
- o **Marti made a Motion to increase allowed expenses to be spent on food and prizes up to \$300 total, seconded by Ingram. Vote: 4 ayes, 0 nays**
- o Michael disagreed with the Village regarding his sidewalk stating that Ohio law does not require property owners to allow walking on private property where a sidewalk is installed – the discussion became somewhat heated and lengthy – Mayor Purdy stated that Allan is looking further into this matter and until Allan's research is completed there is no need for further discussion

There being no further business to come before Council, Marti made a motion to adjourn at 8:29 PM, seconded by Ingram. Vote; 4 ayes, 0 nays

X

Mayor, Anna Purdy

X

Fiscal Officer, Gary Harris