

**VILLAGE OF BURBANK  
REGULAR MEETING, NOVEMBER 6, 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 – Solicitor, Ben Berger – Zoning Inspector, Gary Harris – Fiscal Officer and visitors Cathy Kopp, Michael Graves, Dan Wiley Sr. and Deputy Craig

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

Minutes – October 2, 2025 Special Meeting Minutes

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

Council Reports:

Safety

Marti reporting:

- no report received for October as they only started working under the new contract on October 27<sup>th</sup> – Mayor Purdy will ask the Sheriff about how reports will be issued when she attends a Wayne County meeting next week

Finance

Terry reporting:

- read the November Paid Bills and the Automatic Deductions amounting to \$11,125.28 – 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 November, seconded by Marti. Vote - 4 ayes, 0 nays.**

Gary reporting:

- reported that he was notified on October 23<sup>rd</sup> that we needed to have the previously approved Authorization Letter notarized and that this was completed on October 28<sup>th</sup> and emailed the same day and that final approval can take up to 4 months to process
- Insurance Documents due from Berger’s Lawn Care for the Snow Plowing contract were received tonight
- E. & W. Middle Streets –on Monday of this week he signed off on the final Change Order for this project that brought the total costs up to \$88,865.70 – he is now

waiting on the final invoice – he asked if there are any questions – Terry asked what was the original cost estimate – Gary responded that the original cost estimate was \$85,092 with an adder of \$3,773.70 or 4.4%

- Asked if there was any update on the sidewalk issue at 215 E. Middle Street – Allan stated that the property owner will be served with an Order to Correct – Michael asked what this is about, Allan gave him a spare copy for his information
- For the culvert wall near the Beauty Salon – he notified the property owner on October 6<sup>th</sup> that since the area in question is on private property, they can proceed to make repairs to the areas with erosion, at their expense – Mayor Purdy asked what about them not blocking the natural water drainage and Gary reported that he did advise them about this restriction
- confirmed that he contacted Dynamerican about costs to clean-out storm sewer lines, the cost is \$1,600 for 4 hours and \$2,800 for 8 hours plus travel – in addition, they need a water supply and since we have no such system they would need to rent a tanker and fill as needed which will all be additional costs – otherwise, all we can have them do is to scope storm sewer lines – they also claim that they can flush out the clay pipes that are 70+ years old – Gary recommended that we first have the lines scoped before any such flushing to avoid causing more serious issues – the streets that had new storm sewers installed were Water Street (2017), Front Street (2020), Henrietta Street (2019), Hower Street (2019) and Diagonal Road (2024) – Council asked Gary to get a cost estimate to flush the storm sewer lines for Water, Henrietta and Hower Streets
- Frontier Pole – Frontier claims to have no field service available for our Village – Gary contacted LMRE to ask if they have a phone number for Frontier Field Work and he is waiting on a response
- confirmed that the sign posts and sign installations were completed and the invoice was issued on October 6<sup>th</sup> with payment made on October 8<sup>th</sup> – Terry asked if anyone inspected the work to make certain that it was all done as required – Gary confirmed that he inspected the work before releasing payment

#### Parks

Ingram reporting:

- ❖ confirmed that the painting to be done on the new repairs done on the W. Pavilion will be completed this Saturday as the forecast is for temps in the 50's
- ❖ reported that the Ball Field looks good after the work that was completed by the Norwayne Baseball Association

#### Water & Sewer

Thomas had nothing to report.

#### Streets

Mayor Purdy signed the Snow Plowing Contract that was approved at the October Council Meeting

## Zoning

### Open Seat.

- ✓ 111 W. Middle St. – Allan confirmed that he gave the Order to Correct to Ben to be posted at the residence
- ✓ 123 Mill St. – Ben reported that the home is being worked on - Mayor Purdy asked Ben to advise her on the current status of the work in progress
- ✓ Terry asked about installing benches at the Water Street vacant lot – Mayor Purdy reported that she is putting a list together of what is needed to be purchased for Park lands

## New Business:

### Gary reporting:

- ✓ confirmed the next Regular Council meeting will be Thursday, December 4<sup>th</sup> at the start time of 7:00 PM
- ✓ confirmed submitting the updated costs for a Contract Extension for Kimble's to the Mayor and Council on October 28<sup>th</sup> for the contract that expires on February 28, 2026 – Council asked Gary to obtain competitive bids
- ✓ reported that Mayor Purdy sent him information on a possible new source for Grant monies – Gary reported that he is handing out information pertaining to that grant at this time to the Mayor and Council for consideration - the next Application opening will be in January and it runs through March – Gary contacted Engineering Associates to update pricing on the Hiking/Walking Trail that we were considering doing during the time that we added the sidewalk in the Park and blacktopped the Park Parking Area – Gary then passed out the current cost estimates for those Trails, one for asphalt and one for concrete – also, Council wanted the east pavilion roof replaced which could be combined with the Trail but with this particular grant capped at \$50,000, perhaps consider the East Trail and new E. Pavilion Roof or, if Council wants to consider something else for the Park it can be discussed at the December meeting or early to mid-1<sup>st</sup> Qtr. of 2026 – Terry raised a concern a paved trail being located near the ballpark – Mayor Purdy to contact the Norwayne Baseball Association to see if they have any concerns
- ✓ with the passing of the Ordinance to reduce Council to 5 members, Gary reminded the Mayor about the need to determine who on Council will pick-up the Zoning Chairperson responsibility at the January Meeting – Gary asked Allan about the number of Council members needing to be present for voting with Council going down to 5 members – Allan stated that a Quorum with 3 members present can conduct business and pass Motions, it will require no less than 4 members present to pass Emergency Legislation
- ✓ confirmed that Mayor Purdy asked that he look into having internet for Village Hall as Starlink was offering a reduced rate for businesses – Gary reported that the Starlink site is not very user friendly nor does it offer any

phone numbers for customer support or technical support – it looks like the closest office site to us is either Jacksonville FL or in Massachusetts – he also looked at Frontier again but that also did not look promising as there was no number for customer support or technical support – he asked which internet company is servicing Council members and was told that Spectrum offers good service – Gary to call to obtain a bid cost

Old Business:

- asked about the removal of the Port-a-Jon for the season – Ingram and Marti confirmed that it will be removed this week
- reminded Council that increased pay will become effective January 1, 2026 for the Mayor and 4 Council Seats and the 5<sup>th</sup> Council Seat will have an increase as of January 1, 2027
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Public Comment:

- o Michael reported that he went to the Board of Elections and disagrees that Council can legally conduct business effective January 1, 2026 under 5 member guidelines – Allan disagreed and said he will look into this
- o Michael reported Zoning Violations at 146 W. Middle Street (size of burn pile) and 231 E. Middle Street (front porch collapsing and issues with the siding and lumber pile) – Zoning to investigate
- o Michael disagreed with the Village regarding his sidewalk stating that he pays the bills and should be served with the Order to Correct – he was told that the legal owner of the property can only be served – the discussion became heated, he demanded copies of all emails pertaining to this Order to Correct and Mayor Purdy stated that we are not discussing this matter further – Allan to provide copies of emails to Michael

**There being no further business to come before Council, Marti made a motion to adjourn at 7:45 PM, seconded by Ingram. Vote; 4 ayes, 0 nays**

X

Mayor, Anna Purdy

X

Fiscal Officer, Gary Harris