

**VILLAGE OF BURBANK  
REGULAR MEETING, DECEMBER 4, 2025**

Mayor Anna Purdy, called the meeting to order at 7:00 PM.

A roll call was taken with the following officials present: Ingram McCord, 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, Dan Wiley Sr., Joe Schoffstall representing Rumpke Waste Haulers, Gary Adkins representing Kimble Waste Haulers and Deputy Craig

Minutes – November 6, 2025 Special Meeting Minutes

**Ingram made a Motion to approve as submitted the November Regular Meeting Minutes, seconded by Terry. Vote; 5 ayes, 0 nays**

Council Reports:

Safety

Marti reporting:

- the Sheriff report received for November listed that they worked 63.25 hours versus 60 hours requested and she expressed her pleasure at seeing patrols taking place once again in the Village with a new contract in place
- Deputy Craig reported issuing a Citation tonight for a driver who ran the red light on Front Street

Finance

Terry reporting:

- read the December Paid Bills and the Automatic Deductions amounting to \$106,683.70 most of which was for the resurfacing of E. & W. Middle Streets and Sheriff Patrols for the next 3 months – 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 December, seconded by Jay. Vote - 5 ayes, 0 nays.**

Gary reporting:

- reported that the collection of reported Unclaimed Funds payable to the Village as reported last month are now down to 3 months to process by the State
- tonight, we need to vote on the 2026 Temporary Appropriations – no changes to the original 2026 appropriations as distributed to Council on April 26<sup>th</sup> – he asked if there were any questions or comments – none were offered
- did the First Reading of Ordinance 2025-06, “an Ordinance to set Temporary Appropriations for the current expenses of the Village of Burbank, State of Ohio,

during the year ending December 31, 2026 and declared to be an emergency for the public peace, health, safety and welfare”

- **Jay made a Motion to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings of Ordinance 2025-06, seconded by Ingram. Vote: 5 ayes, 0 nays**
- **Jay made a Motion to adopt Ordinance 2025-06 as an emergency, seconded by Marti. Vote: 5 ayes, 0 nays**
- tonight, we also need to vote on the advance payment of taxes to the Fiscal Officer in 2026 on Resolution 2025-07R – if passed we need the Mayor to sign the Resolution and the President of Council to sign the Wayne County Request for Advance Payments - he asked if there were any questions or comments - none were offered
- did the first reading of Resolution 2025-07R, “a Resolution requesting the Wayne County Auditor pay the Village Fiscal Officer advance payment of taxes for the year 2026, and declaring the same an emergency”
- **Jay made a Motion to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings of Resolution 2025-07R, seconded by Terry. Vote: 5 ayes, 0 nays**
- **Jay made a Motion to adopt Resolution 2025-07R as an emergency, seconded by Marti. Vote: 5 ayes, 0 nays**
- the Auditor Of State has issued a requirement that all sub-divisions in the State of Ohio must meet certain Cyber Security requirements – Gary reported that he has attended several webinars on this subject and on November 17<sup>th</sup> he signed-up to receive a Ready-Made Packet outlining the specific requirements that a Village of our size must have in place by July 1, 2026 – he also distributed a Data Sheet to the Mayor and Council describing the details of HB 96 as pertains to Cyber Security - he asked if there were any questions or comments – none were offered
- on November 25<sup>th</sup> Gary reported sending all members of Council and the Mayor the Spectrum bid to add coax cable internet connections with WiFi equipment with a one-time installation price of \$350 and \$2,580 per year connection fee – he asked how Council wants to proceed – a discussion took place about adding this system to Village Hall and it was decided to put this option “On Hold” due to the high costs and not being a requirement by the State
- on October 28<sup>th</sup> Gary reported sending the bid to Council and the Mayor for a 5 year extension with Kimble Waste Hauling – at Council’s request he contacted other bidders – he received a 3 year bid from Rumpke and sent it to Council and the Mayor on December 2<sup>nd</sup> along with price comparisons – Rumpke sent a second bid in today with a 5 year option, that he sent to Council at 11:30 this morning - On December 3<sup>rd</sup> he received revised Bid pricing from Kimble’s for a 3 year bid and a revised 5 year bid and he sent these to the Mayor and Council at 4:12 p.m. on that same day – he asked if there were any questions about the bids or questions for the bidders – the existing contract expires 2/28/26 - if Council wants to further review the documentation they can delay voting until

the January 8<sup>th</sup> Council Meeting – he asked when does Council want to vote on this measure to determine who will service the Village beginning March 1, 2026 – a discussion took place between Village officials and the representatives from Kimble and Rumpke – Council will wait to vote on this measure until the January 8<sup>th</sup> meeting as they review the pricing, bidder documents and forward any questions that they might have to Gary who will forward them to the respective bidder

- last month Gary reported distributing to Council and the Mayor information relating to the T-Mobile Hometown Grants and offered a few options i.e., new roof on E. Pavilion and/or trail around baseball field - At the January meeting he will try to have financial information prepared so we know what, if any, grants we can apply for based on our year-end financial status otherwise, it could shift out to February - he asked if there were any questions or comments – none were offered

### Parks

Ingram reporting:

- ❖ confirmed that the painting on the W. Pavilion will have to move out to next Spring as the weather did not allow it to be completed as planned last month
- ❖ confirmed that the port-a-jon was removed last week
- ❖ Gary to provide a key to the storage barn to Ingram
- ❖ Council asked Gary to purchase a POW Flag, to get a bid for a 30' or 40' Flag Pole and to order one (1) Dog Waste Station all for the Park
- ❖ Mayor Purdy asked Gary to get a drawing showing the location for a possible path on the east side of the Park, confirm the width requirement for an ADA path and can it be compacted earth versus asphalt

### Water & Sewer

Thomas had nothing to report.

- o Gary reported that the cost to clean out the storm sewers on Water, Henrietta and Hower streets will cost \$2,800 and Dynamerican requires the Village to allow them to dump all debris found in the storm sewers on Village property – Council asked Gary to research other companies who do this work

### Streets

Jay had nothing to report.

- 🚧 Gary reported that he left 3 messages with Frontier to remove the vine on their pole on Front Street but no one returned his calls – Marti will obtain a bid to do the removal and supply it to Allan – Allan will contact Frontier once a price is obtained to offer them the option of the Village removing the vine with Frontier to reimburse the Village – Gary to provide Allan with the Frontier contact name and phone number

### Zoning

Open Seat.

- ✓ 215 E. Middle Street will have the Order to Correct posted tomorrow with a Deputy present – a discussion took place on the next step to take if the Order is not resolved
- ✓ 111 W. Middle St. – confirmed that the Order to Correct was posted but no progress to correct has happened – a discussion took place about enforcing all Zoning Code violations, documentation to be used going forward, lien properties when no corrective action is taken by the property owners and following through with the Wayne County Prosecutor's Office on bringing these violations to Court and to the extent that the Village can enforce – Mayor Purdy wants renewed efforts and follow through on all violations going forward and keeping her current on all progress or lack thereof
- ✓ 123 Mill St. – Ben reported that the home is being worked on

#### New Business:

Gary reporting:

- ✓ confirmed the next Regular Council meeting will be Thursday, January 8<sup>th</sup> at the start time of 7:00 PM - NOTE- this is the annual Organizational Meeting where the Mayor assigns the Dept. Chairpersons and this year coming we still have 6 department assignments to be handled by 5 members of Council – also, my understanding of the attendance requirements to conduct business are as follows - minimum of three members present to have a Council meeting and make Motions, minimum four members present to pass “any” legislation – Gary asked if his understanding is correct and Allan stated “yes”
- ✓ asked for **a Motion to approve the 2026 Meeting Schedule for posting onto the Village Social Media Sites, so moved by Marti, seconded by Ingram. Vote: 4 ayes, 0 nays**
- ✓ Year-End closing begins the end of this month and for 4-6 weeks Gary reported that he will be heavily involved in closing the financial reports for this Village and his second Village so there may be delays in my responding to any inquiries but he will respond as quickly as he can – as we are all part-time employees this is why it can take 4-6 weeks to close the year
- ✓ announced the need to have a Records Committee Meeting at 6:50 p.m. on January 8<sup>th</sup> unless there is a disagreement to do so - no disagreements were presented

#### Old Business:

- reminded Council that pay increases 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

#### Public Comment:

Nothing offered.

**Marti made a Motion to go into Executive Session at 8:17 p.m. to consult with the Village Solicitor regarding potential litigation on the property located at 215 E. Middle Street, seconded by Terry - roll call vote: Ingram - aye, Terry - aye, Thomas - aye, Marti - aye**

**Marti made a Motion to return to Regular Session at 8:55 p.m., seconded by Terry - roll call vote: Ingram - aye, Terry - aye, Thomas - aye, Marti - aye**

**There being no further business to come before Council, Marti made a motion to adjourn at 8:56 PM, seconded by Ingram. Vote; 4 ayes, 0 nays**

**X**

Mayor, Anna Purdy

**X**

Fiscal Officer, Gary Harris