

**VILLAGE OF BURBANK
REGULAR MEETING, JUNE 4, 2026**

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, Thomas Lenhoff; Marti McCord, Jay Byler also, in attendance: Allan Michelson – Solicitor, Ben Berger – Zoning Inspector, Gary Harris – Fiscal Officer and visitors Cathy Kopp, Michael Graves, Jamie Long, Houston Ingram and Deputy Phillip

Mayor Purdy welcomed our guests, let them know that the meeting is being recorded for security purposes and requested that all questions and comments from the public be delayed until the Public Participation segment near the end of the meeting

REGULAR COUNCIL MEETING

Minutes – May 7, 2026 Regular Meeting Minutes

Marti made a motion to waive the readings and to approve as submitted the May 7, 2026 Regular Meeting Minutes, seconded by Terry. Vote; 5 ayes, 0 nays

Council Reports:

Safety

Marti reporting:

- Worked 66.5 out of 60 hours requested in May and reported that 99 records were listed that included 56 patrols and 1 traffic stop
- Gary reported the need to begin negotiations with the Wayne County Sheriff's Department on the next Contract as the current contract expires 8/31/26 and last time it took two months to finalize the current contract

Finance

Terry reporting:

- read the June Paid Bills and the Automatic Deductions amounting to \$41,642.82 the larger ones were \$15,500 to Engineering Associates for Mill Street and the Park Hiking Trail, \$12,299 for Sheriff Patrols and \$6,591 for Insurance Premium and asked if there were any questions or any details needing to be presented – none were requested- **Terry made the motion to accept these payments, seconded by Marti. Vote - 5 ayes, 0 nays.**

Gary reporting:

- today at 2:21 p.m. Gary sent the Mayor and Council the pre-meeting financial documents that included the end of May Appropriations report and the May Bank Reconciliation – the delay was due to a documentation issue with First Financial Bank– the Bills to be Paid document was sent to Council yesterday on May 5th – he asked if Council has any questions or comments about these documents – none were offered
- has not received any changes wanted by Council for the 2027 Preliminary Budget that were to have been transmitted to him no later than June 4th, therefore, the proposed budget to Council will become the preliminary 2027 Budget subject to changes made by the Fiscal Officer based on his review of the appropriations through June – Gary asked for **a Motion from Council authorizing the Fiscal Officer to advertise for a Public Hearing on the 2027 Budget at the July 2nd Council Meeting, so moved by Marti, seconded by Jay. Vote: 5 ayes, 0 nays**
- tonight we have legislation to pass for the Village to adopt a Cyber Security and Disaster Plan mandated by the Auditor of State – on June 3rd Gary sent the Mayor and Council the legislation and the 1st Draft of the High Level Information Security Policy noting that since this is a new State wide program initiative, there will be some or many revisions to the 1st draft as well as submittal of a Disaster Plan to Council as well, all for review and approval by Council – reported that Terry sent Gary his comments which should be further discussed once all of Council and the Mayor have had an opportunity to review the Policy, Gary recommended that we do proceed to vote on the legislation and make the recommended motion as listed in his response to Terry and as copied to all of Council and the Mayor – a discussion took place and comments were made stating that changes will be necessary and now Council needs to review the 1st Draft
- Allan did the first reading of Resolution 2026R-02, “a Resolution to adopt a Cyber Security Program and declaring the same an emergency”
- **Jay made a Motion to waive the 2nd and 3rd readings of Resolution 2026R-02, seconded by Marti. Vote: 5 ayes, 0 nays**
- **Terry made a Motion to adopt Resolution 2026R-02 as an emergency, seconded by Ingram. Vote: 5 ayes, 0 nays**
- last month Council authorized Allan to generate the legislation to have the Auditor certify the total current tax valuation on the renewal of the Levy’s for current expenses in the General Fund – he asked if Council has any questions or comments about these documents – none were offered – he asked Allan to please proceed with the first reading of Ordinance 2026-04
- Allan did the first reading of Ordinance 2026-04, “an Ordinance requesting that the Wayne County Auditor certify to the Village of Burbank the total current tax valuation of the Village and the revenue that would be generated by a renewal of the existing 3.0 Mil Levy, another existing 3.0 Mil Levy, and an existing 4.0 Mil Levy all for Current Expenses and declaring the same an emergency”
- **Jay made a Motion to waive the 2nd and 3rd readings of Ordinance 2026-042, seconded by Marti. Vote: 5 ayes, 0 nays**

- **Jay made a Motion to adopt Ordinance 2026-04 as an emergency, seconded by Marti. Vote: 5 ayes, 0 nays**
- reported that this morning he received a voice message from Rob Kelly who is unable to attend tonight but let me know that Patrick Murphy's boss who came out to look at the drainage issue on E. Middle Street did not seem interested in doing the project and he never responded to Rob with any pricing or recommendations – Rob suggested having Engineering Associates take a look based on the recommendations offered at last month's meeting or proceed as the Village wants to proceed – Rob thanked us for our time and he appreciated us allowing his input – a discussion took place regarding the drainage issue on E. Middle Street on topics ranging from assessing home owners for the work to be done to what is the correct permanent fix and financial status as relates to proceeding with this work – Gary advised Council that the cost, just to do the work on the north side of E. Middle Street from Reed Ct. down to 241 E. Middle Street and not do anything east of the Diagonal Road intersection will cost \$312,000 to install a curb, gutter system, catch basins and storm sewer and to do the south side of E. Middle Street at the same time would add another \$100,000 – Gary was asked if the engineered solution will eliminate this drainage issue, Gary responded that no one can guarantee total elimination of this issue especially with the heavy downpours of rain that we now get that never used to be but, the engineered solution will be a definite improvement in directing the flow of water now coming across E. Middle Street – Gary also stated that the issue with the elevated roadway above grade doesn't help this situation but the roadway has been this way for decades and was not caused by this Council, what probably created this issue was the application of asphalt on top of existing asphalt and not "milling" the roadway years ago – Gary said that he would need to do a financial review to determine how or if we can proceed and if we do proceed he will need to shut down the engineering work on final design on Mill Street and he may need to not proceed with filing the grant for the Hiking Trail in the Park – Council instructed Gary to proceed with issuing a Purchase Order to do the engineering work for the north side of E. Middle Street and to also file a grant if finances can support this

Parks

Ingram reporting:

- ❖ Mayor Purdy reported that the backstop work is done, they are adding fencing along the perimeter of the baseball field and the landscape work is also completed – reported that scheduling the use of this ballfield is being handled by Mary Blough and that they plan to install a "banner" at this ballfield – Marti asked for a calendar for scheduled games at this ballfield – Allan said we should check about insurance when teams are using the field – Gary to check with our insurance agent
- ❖ Ingram found a company to spray for insects on Park structures and he is to get details and report back to Council
- ❖ Confirmed that the 2nd port-a-jon has been installed at the Old School Park
- ❖ Mayor Purdy confirmed that the 250th Heritage Tree was obtained from Wayne County and has been planted – Mayor Purdy wants to have a small

ceremony celebrating this tree and the 250th year of our Country the morning of July 4th perhaps at 10:00 and she plans on inviting Wayne County Commissioners and inviting residents to attend and to speak at this event

Streets

Jay had nothing to report.

- ✚ Gary reported no change in the status on storm sewer cleaning since last month's meeting and it is still on his to do list
- ✚ Gary reported that he is waiting on pricing for the signs and posts discussed at last month's meeting – Council asked Gary to also obtain a S. Street sign as well
- ✚ today Gary sent a follow-up to the two bidders regarding the culvert wall repair on E. Middle Street with steel plates versus concrete
- ✚ Marti reported that the Village needs to inspect all alleys in the Village for maintenance to be done and she asked about the Village selling alley's – Allan stated that to do so we must advertise for bids but all of the adjacent property owners give their consent to vacate the alley – Allan asked that he be sent the details for any alley considering to be vacated by the Village

Water/Sewer & Zoning

Thomas and Ben reporting:

- Ben reported that tomorrow he will issue a Citation on a sidewalk issue at the rental property located at 135 E. Middle Street and 61 Front Street wants to install a fence on the street side and they want it to be a 5'6" height for which they will need a Variance – Ben is to get the owner the Variance paperwork and Allan confirmed that Council can put "conditions" on a variance
- Allan reported no progress in finding someone to speak with at Frontier regarding the pole with growth so he will be going to the parent company to find out who he can speak to and report back to Council
- Allan reported that Litigation for 215 E. Middle Street has a trial date set for May in 2027 and he has not yet received a return call from the property owner's attorney

New Business:

Gary reporting:

- ❖ confirmed the next Council meeting will be Thursday, July 2nd at the start time of 7:00 PM – reminded Council that we will need no less than 4 members present to vote on Legislation – the Mayor suggested another date for this meeting due to the proximity of July 2nd to the July 4th Holiday – Gary stated that with the need for the 2027 Budget to be in the hands of the Auditor on or before July 20th and with public input for the 2027 budget possible at the July meeting as well, he recommends that the meeting be held no later than July 9th

- ❖ **Jay made a Motion to reschedule the July Council Meeting to take place on July 9th, seconded by Marti. Vote: 5 ayes, 0 nays**
- ❖ he still needs to speak with the County about the drainage ditch on E. Middle Street if they have any responsibility for this ditch
- ❖ **need to have a Motion authorizing the placement of the 2nd dumpster for Village Clean-Up days at a cost of \$675 + \$40 per ton over 7 tons of waste, so moved by Terry, seconded by Marti. Vote: 5 ayes, 0 nays**
- ❖ reminded the Mayor and Council once again to begin negotiations with the Wayne County Sheriff's Department for the new contract to be effective September 1, 2026

Old Business:

Gary had nothing to report.

- ✓ Cathy reminded those present about the Village wide Garage Sale to take place August 8th - Mayor Purdy to look into getting more signs made and report back to Council

Public Comment:

- Mike reported zoning violations one of which is a large burn pile and another location where a couch is on the tree lawn
- Jamie thanked Council for taking action on the E. Middle Street drainage issue
- Cathy reported that Trinity Church will be holding a Church Service in the Park on June 14th at 9:00 a.m. and all are invited with coffee and donuts afterward

There being no further business to come before Council, Jay made a motion to adjourn at 8:20 PM, seconded by Marti. Vote; 5 ayes, 0 nays

X

Mayor, Anna Purdy

X

Fiscal Officer, Gary Harris