

**VILLAGE OF BURBANK
REGULAR MEETING, JULY 9, 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 also in attendance: Allan Michelson – Solicitor, Ben Berger – Zoning Inspector, Gary Harris – Fiscal Officer and visitors Cathy Kopp, Michael Graves, Jamie Long, Dan Wiley Sr., Dennis Kent, John Rutter

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

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

Minutes – June 4, 2026 Regular Meeting Minutes

Marti made a motion to waive the readings and to approve as submitted the June 4, 2026 Regular Meeting Minutes, seconded by Ingram. Vote; 4 ayes, 0 nays

2027 Budget Public Hearing – Gary reported that no changes were asked for by Council – he reviewed all revenues and expenditures through June 30, 2026 and based on these reviews he is not making any changes to the 2027 Budget – before opening this up to our audience he asked if anyone on Council has any questions regarding the 2027 Budget – none were offered – Gary stated that a notice was published on June 29th in the Wooster Daily Record regarding this hearing - Gary asked the audience if they, have any questions or comments about the 2027 budget – none were offered

Gary asked for a Motion from Council allowing the Fiscal Officer to submit the 2027 Budget to the Wayne County Auditor as submitted to Council on April 2, 2026, so moved by Terry, seconded by Marti. Vote: 4 ayes, 0 nays

Council Reports:

Safety

Marti reporting:

- Worked 535 total hours through June out of the 645 hours budgeted and reported that there were 62 patrols and 3 traffic stops 1 littering issue along with the other reported records for the month
- Mayor Purdy reported that the littering issue was probably the result of the Dumpster Days and that we need no dumping signs – Mayor Purdy to advise Gary on the language to use for the signs
- Mayor Purdy asked Gary to report about the upcoming Sheriff Contract Renewal Meeting – he reported that the meeting is scheduled for Tuesday, July 14th, that Mayor Purdy will attend via phone conference and Gary will be with the Sheriff at the Justice Center – Terry asked what is being asked for and Gary stated that we do not yet know any details – Terry asked what hourly rate do they charge us now and Gary stated that last year's contract had a cost for the year and we pay them a pro-rated amount every 3 months

Finance

Terry reporting:

- read the July Paid Bills and the Automatic Deductions amounting to \$6,704.63 the largest amount was \$1,000 for mowing and he 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 - 4 ayes, 0 nays.**

Gary reporting:

- tonight, we have three Resolutions to vote on and all pertain to the Current Expense Levy's for the General Fund for the November Ballot as Renewal levy's with no increase – he asked if there are any questions from Council – none were offered – he asked Allan to please proceed with the first readings on Resolutions 2026 – 03R, 04R and 05R
- Allan did the first reading of Resolution 2026-03R, "a Resolution declaring it necessary to levy renewal of a 3-mil tax in excess of the ten-mil limitation and stated that these three Resolutions need to be passed tonight as they must be presented to the Board of Elections no later than August 5th
- **Terry made a Motion to waive the 2nd and 3rd readings of Resolution 2026-03R, seconded by Marti. Vote: 4 ayes, 0 nays**
- **Marti made a Motion to adopt Resolution 2026-03R, seconded by Terry. Vote: 4 ayes, 0 nays**
- Allan did the first reading of Resolution 2026-04R, "a Resolution declaring it necessary to levy renewal of a 4-mil tax in excess of the ten-mil limitation
- **Terry made a Motion to waive the 2nd and 3rd readings of Resolution 2026-04R, seconded by Marti. Vote: 4 ayes, 0 nays**
- **Terry made a Motion to adopt Resolution 2026-04R, seconded by Marti. Vote: 4 ayes, 0 nays**
- Allan did the first reading of Resolution 2026-05R, "a Resolution declaring it necessary to levy renewal of a 3-mil tax in excess of the ten-mil limitation

- **Terry made a Motion to waive the 2nd and 3rd readings of Resolution 2026-05R, seconded by Thomas. Vote: 4 ayes, 0 nays**
- **Marti made a Motion to adopt Resolution 2026-05R, seconded by Thomas. Vote: 4 ayes, 0 nays**
- E. Middle Street Field Work & Design – Gary reminded Council that they decided to proceed with this work and he reminded them that he advised Council, after reviewing cost impacts, that all work stop on Mill Street – at this time, Engineering associates started surveying on Monday of this week – a “snag” was hit waiting on Columbia Gas’ subcontractor to mark the gas line that runs underground in the work area, a request for assistance was sent to Columbia Gas and in less than 24 hours the “snag” was removed allowing Engineering Associates to move forward with their fieldwork, the Village owes a special thank you to Mr. Ben Cutler and Mr. Nick Reed for their immediate attention to this issue at hand and removing the issue in less than 24 hours – Gary has requested that all engineering be completed by the time that the OPWC Application is filed to assist us in scoring more OPWC Application points and we will owe Joshua and Engineering Associates a thank you as well once completed
- the OPWC Application for E. Middle Street must be in the hands of Wayne County by September 18th – Gary stated that he will begin working on the Application this month
- Cyber Security – since our last meeting Gary reported that he contacted the State of Ohio, Adjutant General’s Department who heads up this program for the State of Ohio and found out what we have written up is 1/3 of what is needed – also – they will review all documents to make certain that we are in compliance with State requirements – Gary reported that he will continue working on the other 2 sets of documents and hopes to have all sets ready to submit to the Adjutant General’s Office by the end of this third quarter after reviewing it with Council

Parks

Ingram & Mayor Purdy reporting:

- ❖ Mayor Purdy reported that her past contact with the Norwayne Baseball Association, Mr. Cotton is no longer her contact, that person is now Mary Lau as found out during her discussion with Mr. Buckingham who also informed her that the Backstop at the ballfield will be repaired in time for the anticipated August 6th start date – Mayor Purdy also advised Mr. Buckingham that the field has not been maintained and he advised Mayor Purdy that he will work on this
- ❖ Gary asked Mayor Purdy and Allan about the insurance information that he sent to them that he had obtained as requested by Allan last month – they will get back to Gary
- ❖ Ingram confirmed that a second port-a-jon has been installed at the Old School Park – Gary asked if this is temporary and he was advised that it will probably remain there for the car shows through the end of October
- ❖ Ingram was asked about the new company he found to spray for insects on Park structures and he reported that they never returned his two calls to them

- ❖ **Marti made a Motion to hire Alien Pest Control to spray for insects on Park structures, seconded by Ingram. Vote: 4 ayes, 0 nays -**
Gary asked who will be the point of contact and Mayor Purdy stated that she will be that person
- ❖ Mayor Purdy asked Gary if he has any bids for painting the playground equipment in the Park - Gary reported that he has not had time to get that but he will work on it
- ❖ Mayor Purdy asked Gary to get bids to extract large limbs that have broken off trees in the Park and that he includes Jay Blocks in the bidding - Gary said he will do so
- ❖ Gary reported that we also have the pricing for the E. Pavilion Roof to be replaced at a cost of
\$7,743.16 from the same contractor who did the W. Pavilion - Gary stated that the Village can
afford to do this project this year but may require an adjustment in the 2027 budget to lower
estimated spending due to reduced carryover
- ❖ **Terry made the Motion to replace the roof on the E. Pavilion by Inspire Restoration, seconded by Ingram. Vote: 4 ayes. 0 nays**

Streets

- ✚ Gary reported stopping at the Medina office of Dynamerican to discuss Dumping of debris from any storm sewer cleaning in the Village on Village property but, the office keeps its door locked and he was advised that he needed to call the local agent, Mr. Hoover, which he did on June 29th at 1:00 p.m. and left him a voice message, called again on 7/8 and left another voice message at 10:00 a.m. - Gary did receive a return call yesterday and returned his call this morning leaving him a voice message that stated that Gary also works for the Village of Chippewa Lake that has used Dynamerican extensively for years and that he didn't recall ever having the need to dump debris on Village property, Gary asked Mr. Hoover, in his voice message, to investigate to see if this issue could be resolved to avoid dumping debris on Village properties and asked him for a call or text message response - Gary also has the drawings now to advise the other potential bidder for this work as to the locations of the catch basins on the streets involved with this work so he will contact them to also get a bid
- ✚ Gary reported that he has ordered the signs and confirmed that our posts can be used with the breakaway hardware
- ✚ Culvert wall repair - Gary went back to both bidders and asked about steel plates vs concrete as requested by Council - #1 bidder came back at \$2,600 per plate needing 3 or 4 plates - #2 bidder went to the site, scraped out the gravel at the base of the wall and found solid bedrock beneath the wall making the

steel plate option too expensive to consider – for the concrete repair #1 bidder was \$2,500 and \$150 per sign install, #2 bidder was at \$2,600 and \$100 per sign install – Gary recommends #2 bidder who does a lot of work for Chippewa Lake and very good quality of work, bidder #1 never used them before but has an A rating from the BBB

✚ **Terry made a Motion to accept the bid from Bidder #2 adding the concrete onto the bedrock, seconded by Ingram. Vote: 4 ayes, 0 nays**

✚ Gary also reported that in conjunction with the Culvert Wall we also have excessive growth, dumping and lack of care of the main drainage ditch that flows water through this culvert – he spoke with the Wayne County Engineer’s (Andy Jones, Assistant W.C. Engineer) on July 7th about the drainage ditch growth and debris – the ditch runs south to north and crosses E. Middle and Water Streets – Mr. Jones asked if we have any easements along that ditch and Gary told him that he doubts that we do – Gary asked Allan if we have any easements and Allan reported not to his knowledge – Mr. Jones offered to provide some technical assistance in “how to” clean it up and what is needed equipment wise and stated that we can file an OPWC Grant for this work – to do the OPWC Grant we will need easements from all property owners along the ditch so we can design and build the drainage ditch to improve flow while the disadvantage is that every 5-7 years the Village will have to perform clean-out and clearing as well as instituting legislation to prevent residents from dumping into the ditch – Gary believes that we may need to institute fines, etc. for any illegal dumping along the ditch if we move forward with fixing this issue – Mr. Jones will be contacting Gary next week to set-up a meeting to “walk the ditch” so recommendations can be made – Gary asked Council if they want him to proceed to meet with Mr. Jones and then have Gary present his recommendations to Council – Gary was asked to proceed with the meeting

✚ the issue raised at last month’s meeting regarding Village inspection of all alleys in the Village for maintenance to be done and added street inspection for pot holes – Gary stated that this is typically the Street Chairperson’s responsibility – Chris Norton’s name was raised as a person to do this inspection work once or twice per year if the Street Chairperson is unable to do so

Water/Sewer & Zoning

Thomas and Ben reporting:

- Ben distributed the July Zoning Report
- Ben reported that he will follow-up with 135 E. Middle Street tomorrow
- Allan reported that with no answer from Frontier about the pole clean-up/vine removal he wrote to the Statutory Agent but has not yet heard back – he will follow-up with the agent

- Allan reported that Litigation for 215 E. Middle Street has a trial date set for May in 2027 and he has received a return call from the property owner's attorney and they are now playing with phone-tag
- Dennis Kent addressed Council about a person interested in purchasing a small section of Village owned property – Allan stated that to sell the property requires a Public Auction but the Village can sell an easement without a Public Bid – Allan recommended that Council assemble a Committee to look at this matter and report back to Council with recommendations

New Business:

Gary reporting:

- ❖ confirmed the next Council meeting will be Thursday, August 6th at the start time of 7:00 PM
- ❖ asked for approval to set-up the next Records Committee Meeting to take place at 6:50 just before the August Council Meeting – he received the OK to proceed from Mayor Purdy along with Allan and Cathy
- ❖ reported that due to his zealousness in making sure he obtained 5 flags for the July 4th Holiday for Village use, he now have 5 extra flags that he purchased from Medina's American Legion Hall – they are 3'x5' outdoor flags and he paid \$35 each out of my personal monies, not the Village's and he is offering them to anyone who would like to buy 1 or all 5 – make him a reasonable offer per flag or for a number of flags and he'll consider it – if no interest here, he will make the same offer in Chippewa Lake at the Monday night Council Meeting – he does have the receipt if anyone wants to confirm source and pricing – Mayor Purdy stated that we need a flag for the Old School Flag Pole – Dennis Kent offered to buy one for the \$35

Old Business:

Gary reporting:

- ✓ tonight Gary passed out the 2024 approved legislation, Ordinance 2024-06, Exhibit A and the Thoroughfare Permit regulating construction and/or repair projects on all highway, street, road and/or alley areas within the Village – we decided to not proceed to have the Construction and Material Specification with Standard Construction Drawings made due to other projects going on at that time – Gary reported that he did proceed to obtain updated pricing from the two bidders previously approached for this work – the 2026 pricing from Engineering Associates is \$11,000 and the bid from Cunningham & Associates is \$9,500.00 – having such a program in place allows the Village to collect fees for the permit at \$50, \$500 for work started without a Permit or prior to the permit being issued and all work has to meet Village Construction Standards thus better controlling the quality of the work done and the use of proper specified materials – this would include the necessity of Utility companies obtaining Permits thus allowing

Council to be fully aware of all work planning to be done in the Village – if Council wants time to review the documents, due to the span of time that we last spoke about this it's understandable – Gary did confirm that the Village can afford to do this project at this time – a discussion took place and arrived at the decision to go back to the bidders and basically work to reduce costs by “copying” and already released document and simply substitute Village of Burbank for the name of the municipality copied from – Allan said because this is public information, this is a legal option

Public Comment:

- Ben requested a pay raise due to the cost of fuel – Terry requested that we go into Executive Session to discuss – Mayor Purdy agreed to do so after hearing the rest of the public comments
- Mike is waiting to hear back on an email he sent to Ben and Gary on 3/21/26 regarding a missing section of sidewalk and asked why is action being taken against 215 E. Middle Street when this other residence has a missing section – also raised concerns about debris on another property – when Mayor Purdy stated that his time was up, Mike stated that he wants a timer used that can be viewed by the audience
- John submitted Petitions to Council to add speed bumps on Henrietta and that he has noted that traffic on Henrietta is heaviest between 3-5:30 p.m. – Marti suggested calling the non-emergency number to report speeding cars and suggested increased Sheriff patrols – John also stated that there are bushes encroaching on the sidewalk on Water and Henrietta Streets
- Dan wants Council to investigate if the ban on pit bulls in the Village is still on the books – when Don Hopkins was Mayor, such a policy was in effect
- **Marti made a Motion to go into Executive Session at 8:25 p.m. to discuss Ben's request for a pay raise, seconded by Terry. Roll Call Vote: Ingram - yea, Terry - yea, Thomas - yea, Marti - yea**
- **Marti made a Motion to return to Regular Session at 8:42 p.m., seconded by Terry. Roll Call Vote: Ingram - yea, Terry - yea, Thomas - yea, Marti - yea**
- Mayor Purdy reported that Council will consider Ben's request once Council see's improvement in meeting the Directive and the items listed therein sent to him by Mayor Purdy – Ben was asked to advise Council what rate of pay he is looking for

There being no further business to come before Council, Ingram made a motion to adjourn at 8:46 PM, seconded by Terry. Vote; 4 ayes, 0 nays

X

Mayor, Anna Purdy

X

Fiscal Officer, Gary Harris