

**VILLAGE OF BURBANK  
REGULAR MEETING, APRIL 1, 2021**

**NOTE - DUE TO COVID-19, THIS MEETING WAS HELD VIA ZOOM MEETINGS**

Mayor Carolyn Dibler, called the meeting to order at 8:02 PM.

A roll call was taken with the following officials present: Chris Norton, Dennis Rigerman, Ken Dibler, Thomas Lenhoff; also in attendance: Allan Michelson - Solicitor, Ben Berger - Zoning Inspector and Gary Harris - Fiscal Officer and visitors Marissa Lautzenheiser and Vicki Irr representing Rural Action

Mayor Dibler invited the representatives from Rural Action to proceed with their presentation. Marissa introduced herself as the Program Director with Rural Action out of the Tuscarawas Office along with Vicki who is a member of AmeriCorps working with Marissa's group - their group focuses on watershed improvement plans and the Ohio EPA asked them to look into protecting waterways that are of good water quality thus the direction to focus on the Killbuck Creek which is part of the Walhonding River Watershed that discharges into the Tuscarawas River - another reason for the focus on the Killbuck Creek is that it is the only waterway in the world where the Purple Cat's Paw Pearlymussel reproducing population exists and prior to being discovered in the Creek in 1994 were thought to be functionally extinct - they started working with the Medina and Wayne County Soil and Water Districts as they work to improve and maintain this Creek with its Pearlymussel population - the Plan that they are writing will, if approved, enable the Village to apply for Section 319 Clean Water Program Grants that are handled through the State of Ohio EPA and Federal EPA - Vicki discussed our watershed and how much of the land is still in use as farmland with runoff and erosion issues - to counteract this, they consider "buffer" areas that contain trees and un-cut grasses to hold soil in place thus reducing erosion and runoff into the Creek - Marissa stated that they will send Burbank a copy of the proposed plan and encourage feedback as they strive to submit the Plan, that will include recommendations for all communities along the Killbuck, to improve our water quality and thus a use for any approved Clean Water Grants, to Ohio EPA in June for hopeful approval - Marissa opened it up for questions - Allan asked if this enters the Muskingum Watershed Conservancy District and the answer was "yes"; Gary asked if there is any financial responsibility for the Village if the plan gets approved and the answer was "no"; Marissa did ask for a letter of support if the Village is in agreement with the Plan after review as this would help in their efforts to gain Plan approval; Ken asked if there would be any educational programs made available to our community and if any signs are available should we join in these efforts - Marissa stated that Vicki conducts such classes and training and she will check into any signs that might be available; Allan offered to speak

with Westfield Center which is another community Rural Action has approached and he will mention this program to the Solicitor and Fiscal Officer; Mayor Dibler thanked Marissa and Vicki for the presentation and stated an interest in this effort and thanked them for attending this evening's Council Meeting

Minutes – March 4<sup>th</sup> Regular Meeting Minutes

**Chris announced himself and made a motion to waive the readings and to approve the submitted March Regular Meeting Minutes, seconded by Ken who announced himself. Vote; Chris - aye, Dennis - aye, Ken - aye, Thomas - aye.**

**Dennis announced himself and made a motion to excuse David Wilkinson, seconded by Ken who announced himself. Vote - Chris - aye, Dennis - aye, Ken - aye, Thomas - aye.**

#### Council Reports:

##### Safety

Ken and Thomas reporting:

- read the March Sheriff's Report
- Chris reported that he knows our new deputy serving the Village and that he asked him to pay close attention to Front Street as we need to "slow down" the traffic and about monitoring the Park
- Chris offered to allow the Deputy to park in his driveway and asked if anyone else in the Village is willing to do this to please let him know and he will so advise the Deputy

##### Finance

Ken reporting:

- read the April Paid Bills and the Automatic Deductions amounting to \$11,841.01; **Ken announced himself and made the motion to accept these payments, seconded by Chris who announced himself. Vote; Chris - aye, Dennis - aye, Ken - aye, Thomas - aye.**

Gary reporting:

- asked Council if they decided yet on when they want to put the General Fund Levies on the Ballot – either in November of 2021 or two tries next year if needed – Allan stated that if Council wants them on the November ballot, he will need to generate an Ordinance in time for the June meeting followed by a Resolution in July
- **Chris announced himself and made a motion to proceed to put them on the November ballot, seconded by Ken who announced himself. Vote; Chris - aye, Dennis - aye, Ken - aye, Thomas - aye.**

## Parks

Dennis reporting:

- ❖ reported that he was contacted about families wanting reunions in the Park and he told them that they will need to reserve the Park, pay a \$50 deposit that is returned if no clean-up by Village personnel are required – Mayor Dibler suggested installing a “board” in the Park to announce any reservations
- ❖ Allan reported contacting the Prosecutor’s Office and obtaining a 60-day extension for the Juvenile to complete his community service work
- ❖ Chris reported that he was contacted by a neighbor about using the baseball field and he put him in touch with Dave Schafer and now the baseball field has been cleaned up and is ready for games – concerns were raised about drug activity in the Park by the shed and Chris told Dave about the security cameras now in place as well as increased patrols by the Sheriff’s office
- ❖ Ken offered to give away baseball equipment as a donation that his sons no longer want
- ❖ Gary asked if a port-a-jon has been installed, Chris confirmed that one is installed and Gary reminded those present that it is the contractor’s responsibility to secure the unit to the eyelets installed in the port-a-jon pad

## Water & Sewer

Dennis and Ken had nothing to report.

## Streets

Chris had nothing to report.

- Mayor Dibler reported that one of our stop signs is upside down – Ben confirmed that kids took out the bottom bolts and the sign swung down – Gary reported that he purchased 100 sets of hardware with the signs purchased earlier this year so we should have plenty to take care of this

## Zoning

Chris and Thomas had nothing to report.

- Ben reported that he is trying to contact our resident Zack who wants a variance on installing a garage but they are having difficulty connecting
- Mayor Dibler said she has a note from resident Lori Menk asking if a permit is required to replace existing steps by the sidewalk – Ben reported that if it is the same footprint, no permit is required
- Allan confirmed that the Civil Suit as pertains to 141 Water Street is now scheduled to have a hearing with the Judge, the home owner and his attorney on April 20<sup>th</sup> – Ben reported that there is still fill dirt in the flood plain and he needs to get a good map to show this to the owner – Allan asked Ben what is needed for the shed and residence to be compliant – Ben reported a new roof on the shed

- and utilities need to be activated to the residence along with repairs to the interior ceiling that is collapsing
- Allan confirmed that the FEMA Grant for 133 Water Street is in the works and we will not hear anything until June

#### New Business:

##### Gary reporting:

- ✓ confirmed the next Council meeting will be Thursday, May 6<sup>th</sup> at 8:00 PM
- ✓ confirmed depositing \$15.00 for February Traffic Fines
- ✓ confirmed that he has already dropped off documents at Village Hall needing signatures and asked everyone to please sign them as quickly as possible
- ✓ confirmed that he has been contacted by the independent audit firm, hired by the State of Ohio, and he needs to begin to gather the 2019 and 2020 records in preparation for the audit and he expects that by the May Council Meeting that the audit will be well underway
- ✓ Mayor Dibler reported receiving an email from Lori Menk asking about planting a tree in the Park and renaming the Ballfield in memory of a past resident and doing all of this at no cost to the Village - Gary reported that he and Jason Vale, the Arborist from Ohio State's agricultural campus in Wooster, are exchanging voice messages and he hopes to make contact very soon - Mayor Dibler stated that she wants to call a full Committee Meeting together to discuss this matter and other matters before Council so decisions can be made at the May Council Meeting - Allan strongly recommended that this be conducted as an Open Meeting and Gary reminded Council that he needs to alert the newspaper at least 24 hours before any scheduled meeting can take place - Chris asked if the Arborist will also look at the Old School Park and Gary confirmed "yes he will"
- ✓ Dennis reported seeing 2-3 unknown individuals walking through the Village and walking out of sight near the storage buildings just beyond Village limits on Diagonal Road - Mayor Dibler suggested that he contact the Sheriff's Office and offered two phone numbers for the Sheriff's department - for an emergency 330-287-5701 and dispatch 330-287-5750 - Chris stated that he will also advise the Deputy

#### Old Business:

##### Gary reporting:

- ❖ Gary asked Council if they made a decision on the option to switch to a governing Commission as opposed to a Mayor and Council - Allan reminded Council that he will have to have documentation available at the May Council meeting if we are going ahead with this option - Chris asked that more discussion be put into this and maybe consider it for next year - Gary reminded everyone that the reason he suggested doing it this year is that we have four (4) Council seats up for election this year and asked how many members want to

return next year – Mayor Dibler asked if anyone had any comments – none were offered – Mayor Dibler stated we will table this for now and perhaps bring it up at the full Committee Meeting

Public Comment:

Nothing offered.

**There being no further business to come before Council, Chris announced himself and made a motion to adjourn at 9:11 PM, seconded by Ken who announced himself. Vote; Chris - aye, Dennis - aye, Ken - aye, Thomas - aye.**

X

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Mayor, Carolyn Dibler

X

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Fiscal Officer, Gary Harris