

**VILLAGE OF BURBANK
REGULAR MEETING, JUNE 7, 2018**

Mayor Carolyn Dibler called the meeting to order at 7:15 PM.

A roll call was taken with the following officials present: Chris Norton, Dennis Rigerman, Ken Dibler, Tracy Lenhoff, Lori Menk and Jeff McCaffrey. Also in attendance: Allan Michelson - Solicitor; Gary Harris - Fiscal Officer, Ben Berger - Zoning Inspector, Bob Morehead with The Post, residents/visitors Cathy Kopp, Linda Gray, Mackenzie McCaffrey, Roger Hartley, Dawn Hartley and David Wilkinson.

The Mayor asked everyone to stand and Pledge Allegiance to the Flag.

Minutes - May 3, 2018 Regular Meeting

Lori made a motion to waive the reading of the Minutes and to approve the Minutes as submitted, seconded by Tracy. 6 ayes, 0 nays

Minutes - May 29, 2018 Special Meeting

Lori made a motion to waive the reading of the Special Meeting Minutes and to approve the Minutes as amended, seconded by Tracy. 6 ayes, 0 nays

Committee Reports:

Finance, Parks, Safety, Streets, Water/Sewer and Zoning - nothing to report

Council Reports:

Safety

Lori and Tracy reporting:

- Tracy read the May Police Report
- confirmed the need to increase patrol hours in the Village and that this is being worked on

Finance

Tracy, Ken and Gary reporting:

- Tracy read the Paid Bills and the Automatic Deductions amounting to \$11,727.19. **Lori made the motion to accept these payments, seconded by Jeff. 6 ayes, 0 nays.**
- Small Government - he sent an e-mail follow-up to OPWC (they control the release and payment of funds for the Small Government Grants) on June 6th asking for an update and as of meeting time tonight, no response yet; he asked if there were any questions or comments - none were offered

- he confirmed that the WCPD has issued the engineering Purchase Order for the Depot and W. Middle Streets Sidewalk project for the Block Grant to Engineering Associates on May 23, 2018; as soon as the engineering drawings are submitted to the WCPD, they will review and if OK they will ask the Project Coordinator (the Contracts and Grant Administrator) for Burbank to sign-off on the drawings; after Burbank's sign-off, WCPD will put the job out for bids; he asked if there were any questions or comments - none were offered
- he confirmed that the Village had the Special Meeting on May 29th and passed two Resolutions needed for the Nature Works Grant which is an ODNR managed fund; On May 31st the 46 page Application Package was mailed to ODNR and was received by them on June 2nd; on June 6th he sent a follow-up to ODNR asking them to confirm receipt of our Application; since the infrastructure work is in a floodplain area, he confirmed that Ben will need to submit documentation to ODNR in the capacity of Flood Plain Admin. (which seems to fall under the responsibility of any Zoning Inspector) and he suggested that he contact Jim Brandenburg to assist at an hourly rate (Jim responded that he will not charge to assist Ben); he confirmed that we need this report to move forward so as to not negatively impact our Grant Application for the Park infrastructure upgrades; Allan responded that he has the paperwork with him that Ben needs to complete with input from Gary and asked if they could remain after the meeting to complete the documents, Ben and Gary agreed to stay after; he then asked if there were any questions or comments - none were offered
- he asked Allan if there were any updates on delinquent property taxes and Allan confirmed that at some point in the future the property at 118 W. Middle Street will be going up for sales due to delinquent property taxes; Allan also confirmed that he is keeping an eye on the other properties where payments have been negotiated between the owners and the prosecutor's office
- he asked Allan if there are any updates on the 121 S. Street property and Allan confirmed that a Mr. Thomas E. Art has made a down payment on the property and signed the purchase agreement on May 21, 2018 and paid the balance last week; Allan confirmed that he has the \$12,500 in his trust account and he also learned, as confirmed by Jarra Underwood the Wayne County Auditor, that since the property was classified as "exempt" there would not be any taxes due on this property that the Village would have to pay; the Village will owe a \$50 Conveyance Fee and that should be it; Allan confirmed that the new owner plans to rehab the home
- Allan did the first reading of Ordinance 2018-04 "An Ordinance accepting a bid for the sale of 121 South Street, Burbank, Ohio 44214 at public auction approving a contract with the successful bidder, authorizing the Mayor to execute the contract on behalf of the Village, and declaring the same an emergency"
- **Tracy made a motion to waive the 2nd and 3rd readings of Ordinance 2018-04, seconded by Lori. 6 ayes, 0 nays**
- **Jeff made a motion to adopt Ordinance 2018-04 as an emergency, seconded by Dennis. 6 ayes, 0 nays**

Parks

Dennis and Jeff reporting:

- ✚ confirmed that the picnic tables have been repainted
- ✚ Jeff asked if there was anything preventing swimming or skating in Killbuck Creek that runs through the Park; the Fiscal Officer looked in the Code of Ordinances and found where it does state this in Ordinance 2012-2

Water & Sewer

Dennis and Ken had nothing to report.

Streets

Chris & Lori reporting:

- o confirmed that the Stop signs have not yet been remounted nor the priority list for street repairs
- o confirmed that a quote was issued by Dynamerican to jet and vac the storm sewer on W. Middle Street at a cost of \$180 per hour, \$1,200 minimum portal to portal and that based on Chris and Lori's inspection this is needed
- o **Lori made a motion to reserve the funds to pay for this from the Street Fund in the amount of up to \$3,000 to jet and vac W. Middle Street storm sewer, seconded by Tracy. 6 ayes, 0 nays**
- o Confirmed that the street signs we have in storage are not up to current specifications; Chris offered to see if anything can be done with them or if we need to dispose of them

Zoning

Chris and Jeff reporting:

- ❖ Ben did not have a report but stated that 124 W. Middle did mow the yard and picked-up the trash
- ❖ a question was raised about a lot behind 122 W. Middle and is it buildable and if so the owner would like a letter from the Village to that effect; Allan asked if there was access to the lot and it was confirmed that there is to which Allan replied that yes it is buildable so long as all set-backs and zoning requirements are met
- ❖ Roger Hartley acknowledged that Ben handles himself well and is a pleasure to deal with; Roger confirmed that due to the storm sewer issue on W. Middle Street, his house at 122 W. Middle is discharging the sump pump onto his property to avoid flooding of the basement

New Business:

Gary Harris reporting:

- ✓ confirmed the next Council meeting will be Thursday, July 5, 2018
- ✓ confirmed depositing \$491.50 for March Traffic Fines
- ✓ requested that Parks make an effort this year to purchase playground equipment, or decide which date in the future to focus on this, as there has been a balance of \$2,981.13 available for some years now

Old Business:

Gary Harris had nothing to report:

Public Participation:

- o Linda Gray stated that the culvert near 136 E. Middle Street has been an issue for her for years as it has also been for her neighbor across the street

There being no further business to come before Council, Jeff made a motion to adjourn at 8:26 PM, seconded by Lori. Unanimous.

X

Mayor, Carolyn Dibler

X

Fiscal Officer, Gary Harris