

**VILLAGE OF BURBANK
REGULAR MEETING, OCTOBER 6, 2022**

Mayor David Wilkinson, called the meeting to order at 8:00 PM.

A roll call was taken with the following officials present: Anna Dickson, Terry Moore, Jay Byler, Thomas Lenhoff, Marti McCord; also, in attendance: Allan Michelson – Solicitor, Ben Berger – Zoning Inspector, Gary Harris – Fiscal Officer and visitors Linda Gray, Patrick Valentine, John Rutter, Michael Graves and Cathy Kopp.

Mayor Wilkinson welcomed our guests.

Marti made a motion to excuse Chris Norton, seconded by Jay. Vote: 5 ayes, 0 nays

Minutes – September 1, 2022 Regular Meeting Minutes & September 29, 2022 Special Meeting
Marti made a motion to waive the readings and to approve as submitted the September Regular Meeting and Special Meeting Minutes, seconded by Terry. Vote; 5 ayes, 0 nays

Council Reports:

Safety

Marti and Anna reporting:

- reported that Creston issued 7 citations in September and worked 78 hours versus 80 hours scheduled – she then delivered the check for September fines to the Fiscal Officer in the amount of \$320.00
- Michael Graves asked why the Police Department does not patrol during high traffic hours, especially from 5:30-7:30 each morning as this is one of the times when traffic really speeds through the Village on E. Middle Street – a discussion and review took place about the financial position of the Village and Gary stated that we are working all of the hours that the Village can afford to pay with the Police Levy monies that included an increase as passed by residents in November, patrol hours per month and per year, where Police can park to catch speeders and how much we actually spend on our Police Contract – Marti agreed to speak with Chief Meshew about an officer being in the Village from 5:30 to 7:30 in the morning hours

Finance

Terry and Thomas reporting:

- read the October Paid Bills and the Automatic Deductions amounting to \$5,839.99 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:

- as of October 3rd, a total of \$4,845.48 has been deposited for the Village Income Tax receipts from RITA – going forward, he recommended that Council issue “Motions” anytime that RITA monies are going to be used for Village expenditures – this way every dollar spent will appear in the Meeting Minutes for full transparency to our residents
- **Marti made a motion that any expenditure of the Village Income Tax monies is to be approved via a Motion, seconded by Jay. Vote: 5 ayes, 0 nays**
- confirmed that he sent a follow-up on Monday asking the status of the Nature Works Grant Application and they responded that the target date to announce the Grant winners is mid-to end of- October – he asked if there were any questions or comments – none were offered
- confirmed that the OPWC Grant Application was delivered ahead of the September 22nd deadline on September 19th – on September 29th he and Joshua Beascon met with the Wayne County Commissioners to review our Application and to answer any questions, the meeting went well, we answered all questions and are hopeful that Burbank will be a priority project for Wayne County thus earning some additional discretionary points before being sent to District 16 for further consideration – we hope to hear back from Wayne County before the end of this month – he asked if there were any questions or comments – none were offered
- Linda Gray asked why the Village did not annex those residences outside of the Village limits when the County installed the waste water treatment plant allowing Burbank to collect these additional tax revenues and as agreed to by the County and those residents outside of the current Village limits – Allan gave a brief history of the background on this issue and stated that he did not recall such an agreement – Council and Allan asked that Linda bring in the documentation so they can review it to see if any action is possible
- Michael commented that with the Village broke and unable to fix roads we should be applying for grants – Gary stated that the Village is not broke and that the Village has a sound financial standing, the Village cannot afford to fix all roads and storm sewers at one time as we simply do not have the monies to do so and then he proceeded to review the current \$600,000+ OPWC Grant that has been applied for and detailed the scope of that work

Parks

Marti and Terry reporting:

- ❖ Mayor Wilkinson confirmed that Valley View Spraying finished the mosquito spraying in September with at least one application of spray
- ❖ Mayor Wilkinson reported no update on the proposed Baseball field at the Old School Park
- ❖ Cathy confirmed no progress yet on forming an Activity Committee but she will definitely be doing so and wants to consider raising funds for future activities
- ❖ Mayor Wilkinson confirmed that the installing contractor who did the security cameras is looking into a better system for the Village – he also confirmed that power has been reactivated in the Kitchen in the Park and that he is getting a bid to rewire the Stage in the Park and he also confirmed that the hornets have been taken care of in the Park
- ❖ Marti reported that the port-a-jon has been scheduled for removal
- ❖ Anna distributed possible Village Hall sign designs for review and comment – one of the examples was such a sign attached to the building the other was a ground level sign – suggestions were made to include an address as well as the year of incorporation onto the selected sign design

Water & Sewer

Thomas and Anna had nothing to report.

Streets

Jay had nothing to report.

- Allan reviewed the Countryside Law Suit for \$4,798 – he confirmed that a pre-trial date has been set for December 15th at 2:15 PM and that another representative from the Village should also attend this meeting with him and suggested Chris since he has the most knowledge about the incident in question – Mayor Wilkinson indicated that we will talk more about this at the November meeting – both Anna and Gary offered to attend if necessary
- Mayor Wilkinson asked Gary if there were any more bids received for snowplowing and Gary confirmed no other bids have been received – Marti asked if a “push” meant doing the entire Village and Ben confirmed that yes it does mean that – Gary reminded everyone that any salting application was in addition to the snow plowing costs both at \$650 each
- **Marti made a motion to award the 2022/2023 Winter Season snowplowing contract to Bergers Lawn Care, seconded by Jay. Vote: 5 ayes, 0 nays**

Zoning

Jay had nothing to report.

- ✚ Allan reported that for 141 Water Street the owner has asked for a one-year extension to get the work done – Council agreed to offer an extension to complete all work by the end of April, 2023 – Allan will communicate this to the owner and confirmed that a pre-trial Zoom meeting is scheduled to take place on October 12th at 1:30 PM
- ✚ Allan reported that the owner of the property at 133 Water Street has agreed with the proposed purchase price offered by the Village and we are now waiting on funds to arrive from FEMA – Gary reported that the first bid received to remove the asbestos material came in at \$11,200 versus a remaining balance of \$2,500 (after being invoiced by the Asbestos Inspector at \$650) available from FEMA – he then contacted FEMA about the possibility of obtaining additional monies for asbestos removal and he informed them that he has another 3 bidders working on this as well as working on the demolition of the structure as all of these costs could possibly far exceed FEMA allowances – he confirmed sending FEMA the Asbestos Inspection Report as they thought the cost to remove was too high – FEMA is waiting on him to send them the other bids as they are received which he will do – he was encouraged that FEMA did not say “NO” when he first asked about additional monies – he cautioned Council that any cost overruns on this project could possibly negatively impact our ability to proceed with the two grants we applied for – he also confirmed that he has been in contact with Ohio EPA on the disposal of materials hoping to reduce our costs by being able to back-fill the basement with construction materials, unfortunately, only “Clean Hard Fill” can go back in the basement, all others materials require special disposal - he will keep Council posted on any updates
- ✚ Allan stated that he and Ben need to provide more documents to the County Prosecutor on the 111 and 124 W. Middle Street properties before any legal action can move forward

New Business:

Gary reporting:

- ✓ confirmed the next Council meeting will be Thursday, November 3rd at the winter hours start time of 7:00 PM
- ✓ confirmed that he has deposited \$654 for the September Traffic Fines, \$506 from Creston and \$148 from the Wayne County Court
- ✓ reported that Brian Thunberg will be at the November meeting to answer any questions and to report on the status of collections and other related matters

Old Business:

Gary had nothing to report.

- Cathy confirmed that Trick or Treat is scheduled to take place on October 31st from 6:00 to 7:30 PM – Marti to ask the Chief to schedule the officer to be present in the Village during this time even if the Officer must split his time between Creston and Burbank, both Villages having this function during this time
- John Rutter reported that a catch basin on the back of his home is not tied into the storm sewer system and is causing water collection in his back yard – Gary stated that we did tie in all of the existing laterals on Henrietta Street when we replaced all storm sewers on Henrietta in 2019 and he will investigate this matter and get back to Mr. Rutter with his findings

Public Comment:

Nothing offered.

There being no further business to come before Council, Marti made a motion to adjourn at 9:26 PM, seconded by Terry. Vote; 5 ayes, 0 nays

X

Mayor, David Wilkinson

X

Fiscal Officer, Gary Harris