

VILLAGE OF BURBANK
REGULAR MEETING: DECEMBER 1, 2016

Mayor Carolyn Dibler called the meeting to order at 7:08 PM.

A roll call was taken with the following officials present: Chris Norton, Dennis Rigerman, Gary Gallion, Chris Letzelter, Tracy Lenhoff and Lori Menk. Also in attendance: Allan Michelson - Solicitor, Gary Harris - Fiscal Officer, Jim Brandenburg - Zoning Inspector; residents Cathy Kopp, visitors Bob Morehead with The Post, Emily Morgan with The Daily Record and Brant Juhasz with A New Leaf Tree Service.

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

Minutes -November 3, 2016 Regular Meeting

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

Committee Reports:

Streets - they discussed the issue of vehicles parked in the wrong direction on Mill Street and Reed Court and how this is a problem due to the limited amount of space

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

Council Reports:

Safety

Chris and Tracy had nothing to report.

Finance

Tracy and Gary reporting:

- **Gary read the Paid Bills and automatic deductions amounting to \$15,562.68. Gary made a motion to accept the Paid Bills and authorizing the Fiscal Officer to pay the end of year expenses, seconded by Norton. 6 ayes, 0 nays**

Fiscal Officer reporting:

- Reported that he and Mayor Dibler attended the OPWC District Commissioner Meeting on November 18th where they reviewed all 8 County priorities for all District 16 OPWC projects; Burbank was above the "cut-off" line and thus included in projects that are expected to be funded; Burbank was informed that because of the source of our funding from the State Capital Improvement Projects, as determined by the District, our funding may be delayed up to 3 months into 2017, if sufficient un-used funds are returned to the District which is anticipated to happen

- He updated Council on the Income Survey and reported that we did submit the Burbank Income Survey results to the Wayne County Planning Department; the Village collected 79 out of 83 total residences - Wayne county is now tabulating the data and we will be advised once it is completed
- In updating Council on the 2017 Appropriations Budget he confirmed that no one from Council contacted him to amend any of the Department budgets as originally submitted; he confirmed that he did change two funds from the original budget; the General Fund increased by \$3,380 and the Street Fund decreased by \$33,300; he reported that both adjustments cover the anticipated OPWC Grant Award and our matching fund amount of \$26,000; he asked if there were any questions or comments; Council asked why the decrease in the Street Budget and the Fiscal Officer reported that when the budget was first put together in April/May of 2016 it was unclear if the Village would be awarded the Grants applied for (CDBG and OPWC) which had more monies in the budgets to allow for the higher costs and expenses; no other questions or comments were offered
- Allan did the first reading of Ordinance 2016-11 "An Ordinance to set Temporary Appropriations for the current expenses for the Village of Burbank, State of Ohio, during the year ending December 31, 2017 and declared to be an emergency"
- **Lori made a motion to waive the 2nd and 3rd readings of Ordinance 2016-11, seconded by Tracy. 6 ayes, 0 nays**
- **Norton made a motion to adopt Ordinance 2016-11 as an emergency, seconded by Gary. 6 ayes, 0 nays**
- Fiscal Officer asked Council what decision they will make on the type of Levies to appear on the ballot in May for the General Fund levies; he reminded them of the need to also pass a Resolution in January to have the General Fund Levies appear on the May ballot; a discussion then took place by Council on the type of levies and the cost impacts to residents and the anticipated revenues for the Village
- Allan did the first reading of Ordinance 2016-12 "An Ordinance requesting the Wayne County Auditor to certify the tax valuation of the Village and the amounts that would be generated by Renewal of the existing three mill current expense levy, the additional three mill current expense levy, and the additional four mill current expense levy all of which are collectible through the year 2017 and declaring the same an emergency"
- **Norton made a motion to waive the 2nd and 3rd readings of Ordinance 2016-12, seconded by Gary. 6 ayes, 0 nays**
- **Gary made a motion to adopt Ordinance 2016-12 as an emergency, seconded by Lori. 6 ayes, 0 nays**

Parks

Dennis and Lori reporting:

- ✚ Confirmed that all Park repairs are complete and that no additional mulch is required at the School Park as this was not an issue on the most recent Insurance Inspection Report; it was confirmed that it is OK for the Fiscal Officer to call for the final inspection by our Insurance Agent (after the meeting Dennis offered to contact our Agent to schedule this inspection)
- ✚ Confirmed the great success of the Mural Dedication in the Park on November 13th; confirmed that approximately 250 people attended the dedication and was enjoyed by all present
- ✚ Asked about the Mowing Contract for 2017 and the Fiscal Officer stated that this topic is always on the January Council Meeting Agenda

Water-Sewer

Dennis Lori had nothing to report.

Streets

Gary and Chris reporting:

- ✓ Fiscal Officer confirmed that ODOT will not require a final inspection on the Traffic Light pole installation based on the confirmation by Perram Electric that it had completed all “ODOT Punch-List” items and furnished all necessary information; the CDBG Grant Project is officially completed and final payment paperwork has been processed
- ✓ Confirmed that a second bid was to have been delivered in the mail (it was not in the mail) or that the contractor representative was to be here tonight with the bid but it appears that they are not going to bid; confirmed that another contractor would bid this work if Burbank can obtain pricing on the State Purchasing for road salt but that was before the bid was received from A New Leaf Tree Service who was last year’s Contractor; Council discussed the option of waiting for more bids or proceed to award this contract to New Leaf; rather than waiting and encountering bad weather
- ✓ **Lori made a motion to accept the bid from A New Leaf Tree Service for the 2016/2017 Snow Plowing and Salting, seconded by Gary**
- ✓ Allan did the first reading of Ordinance 2016-13 “An Ordinance approving an agreement with A New Leaf Tree Service, LLC for snow plowing and street salting services for the Village during the 2016-2017 winter season, and declaring the same an emergency”
- ✓ **Lori made a motion to waive the 2nd and 3rd readings of Ordinance 2016-13, seconded by Gary. 6 ayes, 0 nays**
- ✓ **Gary made a motion to adopt Ordinance 2016-13 as an emergency, seconded by Lori. 6 ayes, 0 nays**
- ✓ Lori commented that the intersection of W. Middle and Depot Streets needs to be repaired as she has been receiving complaints from residents

- ✓ Norton confirmed that he will contact Most Paving Company to see if they are still interested in doing the work as previously bid and to let them know that a contract has been prepared for them

Zoning

Chris and Norton had nothing to report.

Jim reporting:

- o Read the Zoning Report
- o Stated that the volunteer he had to “cap” the sewer line at 121 S. Street and at no cost has just received notice about a contract he has been awarded and will no longer be available; he offered to do the work based on Council previously approving up to \$500 for this task which should cover the cost of equipment rental
- o Brought up his concern about parking violations in the Village and how to proceed; a discussion took place between Council, the Zoning Inspector and the Village Solicitor; it was agreed to proceed as per the guidelines in the Zoning Book and to process through the courts as has been done up to this point in time

New Business:

Gary Harris reporting:

- Confirmed the next Council meeting will be Thursday, January 5th
- Confirmed depositing \$229 for October Traffic Fines
- Confirmed that he has two CD’s maturing and his plan to allow them to roll-over and reinvest based on the current interest rate of 0.25% unless Council disagrees; no disagreement was stated
- Reminded Council that January’s meeting is the annual Organizational Meeting for Council as well as voting for the President of Council
- Confirmed that the Village has four Council seats up for election in 2017 for Lori Menk, Gary Gallion, Chris Letzelter and Dennis Rigerman; Mayor Dibler also stated that she will be up for election as well because her appointment to fill the seat expires at the end of 2017
- Mayor Dibler wants to sell the 121 South Street property; the Fiscal Officer stated that as of tonight the Village has paid a total of \$8,065.57 in mowing, garage removal, taxes, sewer and legal fees; Allan stated that there are other charges that apply to this property from Wayne County and that he would investigate and obtain the total of all other such costs so we can finalize the status of this property and costs to recover at the January meeting

Old Business:

None

Public Participation:
Nothing offered

There being no further business to come before Council, Gary made a motion to adjourn at 8:30 PM, seconded by Norton. Unanimous.

X

Mayor, Carolyn Dibler

X

Fiscal Officer, Gary Harris