

**VILLAGE OF BURBANK
REGULAR MEETING, OCTOBER 4, 2018**

Mayor Carolyn Dibler called the meeting to order at 7:00 PM.

A roll call was taken with the following officials present: Dennis Rigerman, Ken Dibler, Tracy Lenhoff, and David Wilkinson. Also in attendance: Allan Michelson - Solicitor; Gary Harris - Fiscal Officer, Ben Berger - Zoning Inspector; residents Cathy Kopp and Linda Gray and visitor Bob Morehead with The Post.

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

Tracy made a motion to excuse Lori Menk and Chris Norton, seconded by Dennis. 4 ayes, 0 nays

Minutes - September 6, 2018 Regular Meeting

Ken made a motion to waive the reading of the Minutes and to approve the Minutes as submitted, seconded by Dennis. 5 ayes, 0 nays

Committee Reports:

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

Parks - Dennis reported that he contacted the contractor to remove the port-a-jon by the end of September but the unit is still there with no call from the contractor; Dennis will reach out again to the contractor; Mayor Dibler stated that we will not pay beyond September

Council Reports:

Safety

Tracy had nothing to report.

- Mayor Dibler to contact Chief Meshew and ask for the October report
- Dennis asked why the Police are no longer attending the Council Meetings, Mayor Dibler stated that she would find out the reason when she speaks with the Chief
- Cathy Kopp stated that there is a much improved Police presence in the Village

Finance

Tracy and Ken reporting:

- Tracy read the Paid Bills and the Automatic Deductions amounting to \$5,403.18. **Tracy made the motion to accept these payments, seconded by Dennis. 4 ayes, 0 nays.**

Gary reporting:

- Small Government – the Grant Agreement for Small Government/OPWC (for the Henrietta and Hower Streets Storm Sewer and Pavement Improvements) we are now in final design and still plan to go out for construction bids in the 1st Qtr. of 2019 with a desired start in early Spring and completion by or before the end of September, 2019 – he asked if there were any questions or comments – nothing was offered
- CDBG Grant - Mid Ohio Concrete is complete and he reported that he did participate in the final walkthrough on Tuesday, October 2nd and that he copied Council on the final results with 2 punch list items - one requiring immediate action (core sampling) and one for next Spring (possibly if grass seed does not take before Winter); he confirmed sending a revised Punch List to Council earlier today expanding the number of required core tests to assure full specification compliance; Lori had expressed a concern about the sidewalk at the intersection of Depot and W. Middle Streets (East side of Depot) viewing this as a trip hazard as reported to Gary by Joshua; Gary reported that he had viewed this and since the construction meets the drawings and specifications he doesn't see an issue; he asked Allan if we have a potential issue here and Allan stated that the Village is OK so long as the engineer has confirmed that the sidewalk was built to spec and as drawn – Gary confirmed that he did receive verbal confirmation on these facts – based on this there is no further action needed on this point; Gary confirmed that we need to ask all home owners to routinely water the grass seed to promote its growth and he asked Council to spread this word to our Depot and W. Middle Streets residents – he asked if there were any questions or comments – none were offered
- he raised the continued concern about the roof drain at 14 Depot Street draining directly next to the new sidewalk construction and the need to reroute this water; Ben acknowledged that he will contact the owner about this issue
- Nature Works Grant – he confirmed that we are waiting for the list of Grant awards due by the end of October, 2018 – he asked if there were any questions or comments – none were offered
- New OPWC & CDBG Grant Applications – he confirmed that the OPWC Grant Application was filed with the WCPD on September 12th; on September 20th Lori Menk along with Engineering Associates met with the Wayne County Commissioners to review our application; on September 22nd Lori sent Gary a text indicating we had to revise the financing for this grant; he returned home from vacation a day sooner than expected to work this issue and began work on the revision on

September 27th; on September 28th he submitted the revised OPWC Grant Application (that had a deadline of noon on Monday, October 1st) that included a Loan for \$38,500 after rearranging the scope of the OPWC Grant and the future CDBG Grant Application by swapping the sidewalks covered under each Grant to minimize the financial impact to the Village in the event that the CDBG Grant is not awarded and the Village will then have to file for the loan to cover this expenditure; the County Commissioners wanted the full scope of the project to be completed whether the CDBG Grant is awarded to Burbank or not thus the need to list a loan on the OPWC Grant Application covering the CDBG portion; on September 28th he also sent all of Council the options that he considered before deciding how best to revise the Grant Application - he asked if there were any questions or comments about the options that were available as well as any questions or comments about the option that was selected - nothing was offered; he confirmed that on October 1st he delivered the applicable photographs to the Wayne County Planning Department since he changed the scope of work on the sidewalks for both the OPWC and Loan applications; he confirmed that he is planning on attending the October 11th meeting when the Commissioners prioritize the projects for submittal to the District and that he also plans on attending the District Meeting on November 30th when the winners of the OPWC Grants are announced - he 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 reported that there are no changes from last month

Parks

Dennis and David reporting:

- reported that the port-a-jon was tipped over; Tracy asked if posts can be inserted into the concrete pad, if the Village is awarded the Nature Works Grant, in order that these units can be secured to and perhaps avoid this from happening again; Gary stated that he will look into this to see what is available

Water & Sewer

Dennis and Ken had nothing to report.

Streets

- o the Mayor confirmed that per Chris there is no Village issue with the reported “hole” in the tree lawn as reported on Front Street – the homeowner who took the tree down apparently has caused this problem by not removing the stump and over the years the stump decayed and now the ground has collapsed where the stump had previously been located
- o the Mayor confirmed that the Jet-Vac work on the storm sewer lines near the church found no blockage or issues and that it appears that the downspouts from the church have created the flooding in the church basement
- o Gary confirmed that he sent Chris and Lori an e-mail earlier today suggesting longer sign posts and adjusting quantities to the full value of the \$500 PEP Grant which is now at about \$460; he confirmed that once the list is finalized he can place the order for the signs, barrels, cones and posts over the next few days

Zoning

David had nothing to report.

- ❖ Ben read the Zoning report and confirmed that he is in the process of obtaining bids on repairing the culvert on E. Middle Street after having spoken with the Wayne County Engineers Office who suggested the use of “coffin blocks” as a part of the solution to this “wash-out” issue
- ❖ Linda Gray voiced displeasure about past work done by the Village around this area that has created the problems of “wash-out”; she stated that both her home at 136 E. Middle Street and that of Lyn Anderson at 129 E. Middle Street have been impacted by this issue
- ❖ Ben confirmed that per his discussion with the Wayne County Engineers the entire length of the culvert and drain ditch from E. Middle to Water Street are the responsibility of the Village to maintain; Ben requested “no dumping” signs along this ditch so homeowners backing up to this ditch discontinue dumping debris in this ditch; the Fiscal Officer requested that Ben research which properties along the ditch have downed trees in the event any of these trees get into the ditch and begin to cause blockage of this natural drain; Allan confirmed that the owners then become liable for any necessary clean-out of the culverts and ditch if it can be shown that any of these properties cause the problem – Allan confirmed that he will get involved if/when this should ever happen

New Business:

Gary Harris reporting:

- ✓ confirmed the next Council meeting will be Thursday, November 1, 2018 at 7:00 PM
- ✓ confirmed depositing \$146 for August Traffic Fines

- ✓ confirmed that he will be reinvesting a CD that matures on October 22nd for Streets/Hwy/Permissive that has a current interest rate of 0.6% unless Council disagrees – no disagreement was voiced
- ✓ confirmed that he contacted last year’s snow plowing company (Barren Management dba AAA Lawncare) for a new price for this year with a two year contract option; Barren Management confirmed that they sold the business to Scotts Lawncare and they actually did the plowing for the Village last year; Gary confirmed that he spoke with the new owner, Mr. Scott Usternul, who is open to a 2 year contract with no increase in the charges to plow (\$65 per truck per hour) but salt will increase from last year’s \$125 per ton to \$170 per ton; Gary confirmed that he looked at last year’s bidders and reported that this new pricing was close to that quoted last year by others at \$155 per ton and with truck rates at \$75 and \$85 per hour
- ✓ Allan confirmed that he has a contract if Council wants to move forward with this 2-year contract; **Ken made a motion to approve a 2-year contract with Scotts Lawncare at the quoted costs, seconded by David. 4 ayes, 0 nays**
- ✓ Allan did the first reading of Resolution R2018-08 “A Resolution of the Village of Burbank to adopt the June 12, 2018 update of the Wayne County Hazard Mitigation Plan”
- ✓ Mayor Dibler wants to delay voting on this until Council members have had a chance to review the details of this plan

Old Business:

Gary Harris reporting:

- ✚ confirmed that he followed up with Most Paving on the repair of the road collapse on E. Middle Street at the Village limits; Most Paving stated that they lost 3 days last week due to rain and are targeting completion yet this week if possible
- ✚ confirmed that he is still waiting on the priority list for street repairs
- ✚ confirmed no decision by Parks on the storage shed replacement roof and stated that this will now have to shift into next year due to the upcoming seasonal changes

Public Participation:

- Cathy Kopp stated that the two trees in front of her house need to be looked at for possible removal due to disease; Gary confirmed that he is waiting on a call to meet with AJ Tree Service for the trees to be removed from the Park and the two on Depot Street and stated that he will add her two trees to the list

There being no further business to come before Council, Tracy made a motion to adjourn at 7:57 PM, seconded by Dennis. Unanimous.

X

Mayor, Carolyn Dibler

X

Fiscal Officer, Gary Harris